



# The Corporation of the Township of Dawn-Euphemia

## - A G E N D A -

**Tuesday, August 6, 2024 – 6:30 pm**

### REGULAR MEETING OF COUNCIL

Municipal Office, 4591 Lambton Line

- 
1. **CALL TO ORDER**
  2. **DISCLOSURE OF PECUNIARY INTEREST**
  3. **DELEGATIONS**
  4. **ADOPTION OF MINUTES**
    - a) Minutes of Regular Council Meeting of July 15, 2024
  5. **BUSINESS ARISING FROM MINUTES**
  6. **PLANNING/DRAINAGE/PROPERTY**
    - a) **6:30 pm, Public Meeting Zoning Amendment ZA004-24  
Douglas & Linda Crummy, Agent Ed Stinson, 481 Dawn Mills Road**
      - i. Notice of Public Meeting, mailed July 12, 2024
      - ii. Application for Zoning Amendment
      - iii. Planner's Report, dated July 24, 2024, from Ezio Nadalin, County Planner (including comments from Dawn-Euphemia Public Works)
      - iv. Septic Report, dated July 12, 2024 from Corrine Nauta, County Building Services
      - v. Comment dated July 17, 2024, from St. Clair Region Conservation Authority
      - vi. By-Law 2024-20, being a by-law to amend Zoning By-Law 2014-54
    - b) Drain Maintenance Request received (1) July 12, 2024 Re: Broad Drain; (2) July 15, 2024 Re: Murphy Drain; (3) July 16, 2024 Re: Coombs Drain; (4) July 16, 2024 Re: Cooper Drain; (5) July 23, 2024 Re: 30-31 Sideroad Drain; (6) July 23, 2024 Re: 30-31 Sideroad Drain; and (7) July 27, 2024 Re: Knight & Kniffen Drain
  7. **REPORTS**
    - a) Report from the Fire Chief Re: Dawn Euphemia Fire Department Community Risk Assessment
    - b) Report from the Public Works Superintendent Re: Drain Maintenance Tenders
    - c) Report from the Compliance Coordinator Re: Structure #93 Rehabilitation 2024
    - d) Report from the Administrator-Clerk Re: Publishing Council Meetings to Website
  8. **CORRESPONDENCE**
    - a) Letter dated August 1, 2024 received from Three Oaks Cabin Re: DECC Rental *Information Only*
    - b) Letter dated July 23, 2024 received from the Ontario Provincial Police Re: Uniform and Civilian Contracts
    - c) Memo received from St. Clair Region Conservation Area Re: Installation of Flood Forecasting Monitoring Equipment
    - d) Plumbing Permits, June 2024
  9. **OTHER BUSINESS**
    - a) Accounts

**10. BY-LAWS**

a) Report and By-Law 2024-21, being a by-law to adopt the tax rates for 2024 and repeal By-Law 2024-11

**11. CLOSED SESSION**

**12. ADJOURNMENT:** *Next Meeting of Council*  
**Regular Council Meeting – Tuesday, September 3, 2024 @ 6:30 pm**

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The Corporation of the Township of Dawn-Euphemia

4a

RESOLUTION – REGULAR MEETING

Date: August 6, 2024

Moved by:	Seconded by:	Order	Recorded Vote: Vote
<input type="checkbox"/> A. Broad	<input type="checkbox"/> A. Broad	_____	_____ A. Broad
<input type="checkbox"/> A. Gray	<input type="checkbox"/> A. Gray	_____	_____ A. Gray
<input type="checkbox"/> P. LeBoeuf	<input type="checkbox"/> P. LeBoeuf	_____	_____ P. LeBoeuf
<input type="checkbox"/> M. McGuire	<input type="checkbox"/> M. McGuire	_____	_____ M. McGuire
<input type="checkbox"/> J. Meyer	<input type="checkbox"/> J. Meyer	_____	_____ J. Meyer

That the Minutes of the Regular Council Meeting of July 15, 2024, be adopted. *Carried.*



The Corporation of the Township of Dawn-Euphemia

**- MINUTES -**

Regular Council Meeting  
Monday, July 15, 2024  
6:30 pm, Municipal Office, 4591 Lambton Line

Present: Mayor: A. Broad  
Councillors: A. Gray  
P. LeBoeuf  
M. McGuire  
J. Meyer

Staff Present: D. Clermont, Administrator-Clerk  
P. Dalton, Public Works Superintendent  
B. Stam, Deputy Clerk

**Disclosures:** Mayor Broad declared a pecuniary interest on item 10b) By-Law 2024-19 for the reason of the matter involving an employer. He did not participate in discussion or vote on the matter.

**2024-127 Councillor Gray – Councillor Meyer**

That the minutes of the July 2, 2024 Regular Council Meeting be adopted.  
*Carried.*

Minutes – July 2, 2024

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
Y	M. McGuire
Y	J. Meyer

**Public Meeting:** Rezoning Application ZA003-24, 1272 Mandaumin Road  
**6:30 – 6:40 pm** Applicant: David Unsworth, Agent Michael Unsworth  
**Public Present:** David Unsworth, Applicant  
Michael Unsworth, Agent  
Catherine Unsworth  
Sabrina Clark

A public meeting was held to hear Rezoning Application ZA003-24, David Unsworth (Agent Michael Unsworth), with respect to rezoning the proposed retained farm parcel on Concession 1 Part Lot 24, known locally as 1272 Mandaumin Road. Prior to the Council Meeting, the Committee of Adjustment approved applications B004-24 and B005-24, being with former being a surplus farm dwelling severance of the single detached dwelling, and the latter being a permanent easement to ensure access to water and hydro services, at the meeting of July 15, 2024 at 6:10pm, wherein the residential portion of 2 acres was severed from the 40.2-hectare (99.25 acre) farm property. Rezoning application ZA003-24 proposes to rezone the farmland parcel from Agricultural 1 (A1) to Agricultural – No Farm Dwelling (A-NFD2) to prohibit a dwelling on the retained farm parcel and to prohibit the continued and/or future use of livestock in the existing barn. There was no one that spoke in favour or against the application. The following resolution was passed:

**2024-128 Councillor LeBoeuf – Councillor Meyer**

That the Township of Dawn-Euphemia Council hereby accepts Rezoning Application ZA003-24, from David Unsworth (agent Michael Unsworth) which proposes to amend the Township of Dawn-Euphemia Comprehensive Zoning By-Law #52-2014, by rezoning the proposed retained parcel on Con 1 Pt Lot 24 from “Agricultural 1 (A1)” to Agricultural – No Farm Dwelling (A-NFD2) as a condition of severance for a surplus farm dwelling to prohibit a dwelling on the retained farm parcel and to prohibit the continued and/or future use of livestock in the existing barn; And further that Council approves the Planning Report dated July 2, 2024, from Ezio Nadalin, County Planner. *Carried.*

Zoning Amend. ZA003-24

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
Y	M. McGuire
Y	J. Meyer

**2024-129 Councillor Gray – Councillor Meyer**

Drain Mntc – Canada Company

That the following Drain Maintenance and/or Repair Requests be referred to the Drainage Superintendent with the power to act;

1. The Canada Company Drain Maintenance Request received July 4, 2024, submitted by William McGuire. *Carried.*

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
Y	M. McGuire
Y	J. Meyer

**2024-130 Councillor McGuire – Councillor Meyer**

2024 2<sup>nd</sup> Qtr – Budget to Act.

That Council accepts the 2024 Financial 2<sup>nd</sup> Quarter Budget to Actual Report from the Treasurer dated July 15, 2024. *Carried.*

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
Y	M. McGuire
Y	J. Meyer

**2024-131 Councillor Gray – Councillor Meyer**

Tree Cutting Policy – Private Prop.

That Council accepts the Report from the Public Works Superintendent dated July 15, 2024; and that the Policy for Cutting Trees on Private Property be adopted. *Carried.*

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
Y	M. McGuire
Y	J. Meyer

**Other Business**

Council requested that the Clerk prepare a report for the next Council meeting regarding public access to zoom recordings of Council meetings.

**2024-132 Councillor Gray - Councillor Meyer**

By-Law 2024-18 – ZA003-24

That By-law 2024-18, being a by-law to amend Zoning By-Law 2014-54, be taken as read a first, second and third time, and finally passed this 15<sup>th</sup> day of July, 2024. *Carried.*

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
Y	M. McGuire
Y	J. Meyer

**2024-133 Councillor McGuire – Councillor Gray**

By-Law 2024-19 - Tile Loan

That By-Law 2024-19, being a By-law to impose special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*, be taken as read a first, second, and third time, and finally passed this 15<sup>th</sup> day of July, 2024. *Carried.*

Recorded Vote	
Vote	
-	A. Broad
Y	A. Gray
Y	P. LeBoeuf
Y	M. McGuire
Y	J. Meyer

**2024-134 Councillor Gray – Councillor Meyer**

Adjournment

That this Regular Session of Council be hereby adjourned at the hour of 6:46 pm, to meet again on August 6, 2024 @ 6:30 pm (Regular Meeting), or at the call of the Chair. *Carried.*

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
Y	M. McGuire
Y	J. Meyer

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator-Clerk

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: August 6, 2024

Moved by:	Seconded by:	Recorded Vote:	
		Order	Vote
<input type="checkbox"/> A. Broad	<input type="checkbox"/> A. Broad	_____	_____ A. Broad
<input type="checkbox"/> A. Gray	<input type="checkbox"/> A. Gray	_____	_____ A. Gray
<input type="checkbox"/> P. LeBoeuf	<input type="checkbox"/> P. LeBoeuf	_____	_____ P. LeBoeuf
<input type="checkbox"/> M. McGuire	<input type="checkbox"/> M. McGuire	_____	_____ M. McGuire
<input type="checkbox"/> J. Meyer	<input type="checkbox"/> J. Meyer	_____	_____ J. Meyer

That the Township of Dawn-Euphemia Council hereby accepts Rezoning Application ZA004-24, from Douglas and Linda Crummy (agent Ed Stinson) which proposes to amend the Township of Dawn-Euphemia Comprehensive Zoning By-Law #54-2014, by rezoning the proposed retained farm parcel on Con 7 N Pt Lot 15 from “Agricultural 2 (A2)” to Agricultural 2 – Agricultural (A2(4)) and the severed property re-zoned from “Agricultural 2 (A2) Zone” to the “Residential 4 (R4) Zone” to formally recognize the change in use of both properties and recognize the further reduction of the remaining undersized agricultural property; And further that Council approves the Planning Report dated July 22, 2024, from Ezio Nadalin, County Planner. *Carried.*



**THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA  
NOTICE OF PUBLIC MEETING  
CONCERNING A PROPOSED ZONING BY-LAW AMENDMENT**

**TAKE NOTICE** that the Council of the Corporation of the Township of Dawn-Euphemia will hold a Public Meeting on Tuesday, August 6, 2024, at 6:30 p.m. at the Dawn-Euphemia Township Council Chambers, 4591 Lambton Line, to consider an application for a Zoning By-law amendment submitted by Doug and Linda Crummy under Section 34 of the Planning Act, R.S.O. 1990, as amended.

**THE PROPOSED ZONING BY-LAW AMENDMENT APPLICATION** proposes to amend the Township of Dawn-Euphemia Comprehensive Zoning By-Law 54 of 2014 as it applies to lands described as CON 7, N PT. LOT 15 (481 Dawn Mills Road).

**CONSENT APPLICATION B-007/24** has also been submitted to sever approximately 1.08 hectares of land (2.67 acres) of land from the 17.6-hectare (43.38 acre) farm parcel.

The approval of Consent Application **B-007/24** includes a condition that requires the applicant to obtain the proposed re-zoning that will change the zoning of the retained land from "Agricultural 2 (A2) Zone" to "Exception 4 to the Agricultural 2 (A2(4) Zone" and the severed property re-zoned from "Agricultural 2 (A2) Zone" to the "Residential 4 (R4) Zone". The two zoning changes would formally recognize the change in use of both properties and recognize the further reduction of the remaining undersized agricultural property.

**ANY PERSON** may attend the public meeting and/or make written or verbal representation either in support of, or in opposition to, the proposed Zoning By-law Amendment.

**WRITTEN SUBMISSIONS** in respect of the proposed Zoning By-law Amendment can be made to the Administrator - Clerk of the Township of Dawn-Euphemia.

**IF A PERSON** or public body does not make oral submissions at a public meeting or make written submissions to the Township of Dawn-Euphemia before the by-law is passed; the person or public body is not entitled to appeal the decision of the Township of Dawn-Euphemia to the Ontario Land Tribunal (OLT).

**IF A PERSON** or public body does not make oral submissions at a public meeting or make written submissions to the Township of Dawn-Euphemia before the by-law is passed, the person or public body may not be added to the hearing of an appeal before the Ontario Land Tribunal (OLT) unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

If you wish to be notified of the decision of the Township of Dawn-Euphemia on the proposed Zoning By-law Amendment, you must make a written request to the official and address noted below.

**ADDITIONAL INFORMATION** relating to the proposed amendment, including information about preserving your appeal rights, will be available for public inspection during regular office hours at the Municipal Office at 4591 Lambton Line, or by contacting the Official listed below.

**THE KEY MAP** shows more particularly the lands affected.

**DATED** at the Township of Dawn-Euphemia this 12<sup>th</sup> day of July 2024.



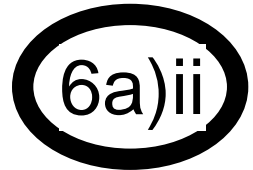
Donna Clermont  
Administrator-Clerk  
Township of Dawn-Euphemia  
4591 Lambton Line, RR 4  
Dresden, ON N0P 1M0

Telephone: 519-692-5148  
Fax: 519-692-5511

Email: [clerk@dawneuphemia.on.ca](mailto:clerk@dawneuphemia.on.ca)

**TOWNSHIP OF DAWN-EUPHEMIA  
APPLICATION FOR AMENDMENT TO  
ZONING BY-LAW # 54 OF 2014**

Planning Act, R.S.O. 1990, c. P.13, s. 34(10); 1996, c. 4, s 20(5)  
O. Reg. 199/96, Schedule



FILE NO. ZA004-24

NAME OF OWNER <u>Doug Croumy</u>	NAME OF AGENT (if the applicant is an agent authorized by the owner) <u>Ed Stinson</u>
ADDRESS [REDACTED]	ADDRESS [REDACTED]
EMAIL [REDACTED]	EMAIL [REDACTED]
	TELEPHONE [REDACTED]
	<u>Dresden, ON N0P1M0</u>

NAME OF HOLDER OF MORTGAGE (or Charge or Encumbrance)	NAME OF HOLDER OF MORTGAGE (or Charge or Encumbrance)
ADDRESS	ADDRESS

OFFICIAL PLAN - current designation <u>Hamlet area</u>	ZONING - current zone <u>A2- agricultural</u>
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**DIMENSIONS OF SUBJECT LAND:**

Frontage: 47 m      Depth: 90 m      Area: 2.67 Acre

**REZONING - Nature and extent of rezoning requested:**

① To permit future dwelling rezone severed parcel to R4 as per Official Plan

② to recognize reduction in size of retained parcel from ~43.4 acres to 40.7 ac (undersized lot)

Attach additional page if necessary

**DATE - Subject land was acquired by current owner on:** ~ 20 years ago

**LEGAL DESCRIPTION** of subject land (such as the municipality, concession and lot numbers, registered plan and lot numbers, reference plan and part numbers and name of street and number, municipal address, and assessment roll number, if known)

Con 7 N Pt Lot 15

to be surveyed upon completion of severance

Note: See page 4 for details of sketch required.

**ACCESS - Access to the subject land will be by:**

Provincial highway       Municipal Road - seasonal       County Road

Municipal Road - year round       Right-of-way       Private Road

Water       Other public road (specify).....



**WATER ACCESS** - Where access to the subject land is by water only:

Docking facilities (specify)..... Parking facilities (specify).....  
 distance from subject land..... distance from subject land .....

distance from nearest public road..... distance from nearest public road.....

<b>EXISTING USES</b> of the subject land: <i>Farm land</i>	<b>LENGTH OF TIME</b> the existing uses of the subject land have continued: <i>since lot creation</i>

**EXISTING BUILDINGS – STRUCTURES** - Where there are any buildings or structures on the subject land, indicate for each:

TYPE - ..... Front lot line setback: ..... Height in metres: .....

DATE CONSTRUCTED..... Rear lot line setback: ..... Dimensions: .....

Side lot line setback: ..... Floor Area: .....

Side lot line setback: .....

TYPE - ..... Front lot line setback: ..... Height in metres: .....

DATE CONSTRUCTED..... Rear lot line setback: ..... Dimensions: .....

Side lot line setback: ..... Floor Area: .....

Side lot line setback: .....

attach additional page if necessary

**PROPOSED USES of the subject land**  
*Residential*

**PROPOSED BUILDINGS – STRUCTURES** - Where any buildings or structure are proposed to be built on subject land, indicate for each:

TYPE - ..... Front lot line setback: ..... Height in metres: .....

DATE CONSTRUCTED..... Rear lot line setback: ..... Dimensions: .....

Side lot line setback: ..... Floor Area: .....

Side lot line setback: .....

TYPE - ..... Front lot line setback: ..... Height in metres: .....

DATE CONSTRUCTED..... Rear lot line setback: ..... Dimensions: .....

Side lot line setback: ..... Floor Area: .....

Side lot line setback: .....

attach additional page if necessary

**WATER is provided to the subject land by:**

Publicly-owned/operated piped water system       Lake or other water body

Publicly-owned/operated individual well       Privately owned and operated communal well

Private well       Other means (specify).....

**SEWAGE DISPOSAL is provided to the subject land by:**

Publicly owned/operated sanitary sewage system       Public communal septic system

Privately owned/operated individual septic system       Privy

Privately owned/operated communal septic system       Other means (specify).....

**STORM DRAINAGE is provided to the subject land by:**

Sewers       Ditches       Swales       Other means (specify).....

OTHER APPLICATIONS - if known, indicate if the subject land is the subject of an application under the Planning Act for:

- official plan amendment File #..... Status.....
- approval of a plan of subdivision (under section 51) File #..... Status.....
- severance (under section 53) File #..... Status.....
- previous rezoning application (under section 34) File #..... Status.....

### AUTHORIZATION BY OWNER

I, the undersigned, being the owner of the subject land, hereby authorize Edward Stinson to be the applicant in the submission of this application.

  
Signature of Owner

  
Signature of Owner

  
Signature of Witness

June 17, 2024  
Date

### DECLARATION OF APPLICANT

I, Walter & Linda Cummy of the Township of Dawn-Euphemia in the County of Lambton

solemnly declare that:

All the statements contained in this application and provided by me are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

DECLARED before me at the Township

of Dawn-Euphemia


in the County of Lambton

this 17 day of June 20 24



  
Signature of Applicant

  
Applicant

  
Signature of Commissioner, etc.

  
Brooklyn Stam. Deputy Clerk  
Commissioner for the  
Township of Dawn-Euphemia  
Province of Ontario



	<b>PLANNING AND DEVELOPMENT SERVICES REPORT</b>	
<b>REPORT TO:</b>	<b>TOWNSHIP OF DAWN EUPHEMIA COMMITTEE OF ADJUSTMENT</b>	
<b>PREPARED BY: (COUNTY)</b>	<b>Ezio Nadalin, Planner</b>	
<b>APPROVED BY: (COUNTY)</b>	<b>Corrine Nauta, Dipl. M.A., Dipl. M.M., CBCO Acting Manager, Planning &amp; Development Services</b>	
<b>REPORT DATE:</b>	<b>July 22, 2024</b>	
<b>MEETING DATE:</b>	<b>August 6, 2024</b>	
<b>IN CAMERA:</b>	<b>Open Session</b>	
<b>SUBJECT:</b>	<b>Agenda Item: B-007/24, and Z004/24 Consent to Sever and ZBA – 481 Dawn Mills Road CON 7, N PT LOT 15 Owners: Doug and Linda Crummy Agent: Ed Stinson</b>	

**SITE PHOTO**



**EXECUTIVE SUMMARY:**

With regards to Application **B004/24**, the owner of 481 Dawn Mills Road is seeking consent to sever 1.0 hectare (2.48 acres) of land thereby creating a remnant parcel of 17 hectares (42 acres). The subject property is partially located within the “*Secondary Settlement Area*” designation of the County of Lambton and the “*Hamlet Area*” designation of the Township of Dawn-Euphemia Official Plan.

This application is **not** a surplus farm dwelling severance application. This is a **lot in-fill** proposal that is permitted in the Township of Dawn-Euphemia Official Plan (Sect. 9.1).

It should be noted that the subject property has been severed on three previous occasions, **B009/04, B158/78 and B048/78**. Some of these earlier severances likely pre-date today's PPS policies which are much more restrictive.

With regards to **Z004/24** the proposed re-zoning would require the applicants to obtain a proposed re-zoning that would change the zoning of the **retained** land from "Agricultural 2 (A2) Zone" to "Agricultural 2 (A2(4)) Zone" and the **severed** property re-zoned from "Agricultural 2 (A2) Zone" to the "Residential 4 (R4) Zone". The two zone changes would formally recognize the change in use of both properties and recognize the further reduction of the remaining undersized agricultural property.

**BACKGROUND/SITE CONTEXT:**

The site is located within the "Rutherford - Settlement Area". The property has direct access to both Lambton Line and Dawn Mills Road. The **severed** would now front onto Dawn Mills Road (see **SITE PHOTO**). Both the severed and retained parcels are currently vacant agricultural land (see **Diagrams 1 and 2**).

**Diagram 1:** Showing Proposed Parcel Severance – Macro View.





**Diagram 2: Showing Proposed Parcel Severance – Micro View.**



**APPLICATION REVIEW – PLANNING ACT/PROVINCIAL POLICY STATEMENT:**

Consent application **B007/24** meets the general intent and purpose of both the Planning Act and the PPS (provincial Planning Statement).

**Subsection 2.3.3** of the PPS lists the permitted uses for the prime agricultural areas which include agricultural uses, agricultural-related uses, and on-farm diversified uses. **Subsection 2.3.3.3** requires the creation of new lots to comply with Minimum Distance Separation requirements (MDS). This proposal meets MDS as there are no active livestock facilities on the property or nearby.

According to **Subsection 2.3.4.1 (c)** of the PPS, the new lot must meet the minimum size requirements to accommodate the use, appropriate sewage and water services.

The proposed severed +/- 1 hectare (2.48 acre) lot exceeds the minimum required area of 0.8 ha (1.98 acres) for the Agricultural A1 zone as per the Township of Dawn-Euphemia **Table “A”** regulations and complies with **Subsection 2.3.4** of the PPS.

**APPLICATION REVIEW – COUNTY OF LAMBTON OFFICIAL PLAN (OP):**

The subject property is located within the “*Secondary Settlement*” growth area of the County of Lambton Official Plan and complies with **Subsections 3.2.4, 3.2.6, 3.2.11** and **3.3.2** of the Official Plan.

In particular:

(1.) **Subsection 3.2.4** which allows for limited growth in these areas provided development is limited to infilling and minor rounding out of existing development within the boundaries of the existing designations. In Secondary Settlements without full services or where full services are not practical or feasible, development may occur with municipal water and private septic systems.

(2.) **Subsection 3.2.6** which allows development within Secondary Settlements conditional upon compliance with the following conditions which can all be met, they include: (a) development must be limited to infilling, minor rounding out of existing development; or to address failed individual on-site sewage services in existing development; (b) site conditions must be suitable for the long-term provision of such services with no negative impacts; and (e) municipal sanitary sewage services are not practical or feasible.

Finally, with regards to lot creation **Subsection 10.4.1** allows for severances provided: (a) all lots are to front on a public road; (c) the creation of a lot will not result in a landlocked parcel; (d) the lot must be provided with adequate services, including the provision of a satisfactory sanitary sewerage system and a potable water supply; (g) the lot and its intended use must conform to the local municipality's zoning by-law. Where necessary, the consent granting authority may require appropriate zoning amendments or minor variances as a condition of approval; and (h) lots created by consent should neither create nor contribute to ribbon development along roads where services or development does not exist.

This application meets the intent and purpose of the County of Lambton Official Plan.

#### **APPLICATION REVIEW – TOWNSHIP OF DAWN-EUPHEMIA OFFICIAL PLAN:**

The subject property is designated "*Hamlet Area*" and "*Agricultural*" in the Township of Dawn - Euphemia Official Plan. The proposed severed property is partially located within the "*Hamlet Area*" designation of the Township of Dawn-Euphemia Official Plan. The adjacent properties to the east, west and south are all presently located within the Residential-4 (R4) zone.

**Subsection 9.1** of the Township of Dawn-Euphemia Official Plan states that the policies of the Agricultural Area shall generally apply to rural clusters with the exception that consents may be granted for: the creation of a new lot for a single-detached dwelling; a lot addition to an existing undersized residential lot; or the extension of an existing industrial or commercial use.

In this case as the proposal would create a new rural residential lot which complies with this particular provision of the Township of Dawn – Euphemia Official Plan.

**Subsection 9.3 (a), (b) & (d)** of the Township of Dawn-Euphemia Official Plan also requires that: (a) The zone designation will be appropriately amended, which in this case will subsequently occur with the lot re-zoning to the R4 zone; (b) The new lot or lot addition is confined generally to the Rural Cluster limit established on the Zoning Schedule while also being contiguous to existing lots in the rural cluster and/or infilling between existing lots, which in this case occurs as the proposed lot is located within a cluster of R4 lots; (c) Appropriate separations and/or buffers are maintained between incompatible uses, which in this case would be maintained; and (d) new lots are serviced by a municipal water supply system, which in this case is available.

This application meets the intent and purpose of the Township of Dawn-Euphemia Official Plan.

## APPLICATION REVIEW – ZONING BY-LAW:

With respect to Township of Dawn-Euphemia Zoning By-law 54 of 2014 the property is located within the “*Agricultural-2 (A2) Zone*”.

To address **Subsection 9.3 (a)** of the Township Official Plan, a re-zoning would be required for the severed lot. Once the re-zoning has been approved both the severed lot and retained lots would both comply with the requirements of the Township of Dawn-Euphemia Official Plan and correspondingly with the general intent of the Township of Dawn-Euphemia Zoning By-law.

The **severed** lot will be re-zoned **from** the “*Agricultural- 2 (A2) Zone*” **to** the “*Residentail-4 (R4) Zone*”. The severed lot meets and/or exceeds all corresponding minimum frontage and minimum area requirements as the proposed lot would have a **frontage** of +/- 47 metres (154 ft.) whereas 45 metres is required and an **area** of +/- 1.0 hectare (2.48 acres) whereas +/- 0.8 hectares (2 acres) is the required minimum.

The **retained** lot would be re-zoned **from** “*Agricultural 2 (A2) Zone*” **to** the “*Agricultural 2 (A2(4)) Zone*” which would formally recognize the reduction of the remaining agricultural property to +/- 17 hectares (42 acres).

As a **Condition of Consent** approval, a Zoning By-law Amendment (**ZBA**) will be included. This would comply with PPS and local Planning document policies.

## DRAFT ZONING BY-LAW AMENDMENT:

With respect to the proposed Zoning By-Law Amendment for the **severed** parcel, staff have prepared the attached draft by-law, and included associated text that will read as follows:

### **7.3.4 Agricultural 2 (4) A2(4) Zone**

Notwithstanding all other Table “A” requirements the minimum lot size for CON 7, PT LOT 15 (481 Dawn Mills Road) shall be 17 hectares (42 acres).

## CONCLUSION:

Planning staff supports approval of the above noted application as it is consistent with the applicable policies and regulations and Planning Act.

## RECOMMENDATION(S):

That the Township of Dawn-Euphemia Committee of Adjustment **APPROVE** Consent Applications **B007/24** subject to the following conditions:

1. That a copy of the deed and R.D. Plan or survey be submitted to the Secretary-Treasurer in digital format, if available, and properly georeferenced to the NAD83 UTM Zone 17 Coordinate System, and in a form suitable for registration. This should be done for the rural residential severance (**B007/24**).
2. That the **retained** parcel be re-zoned to “*Agricultural – 2 (4) (A2(4)) Zone*” and the **severed** parcel be re-zoned to the Residential - 4 (**R4**) Zone.

3. That both the **retained** land and the **severed** lots have adequate access to the road allowance subject to the approval of the appropriate road authority.
4. The applicant enters into an agreement with the Municipality for the apportionment of drainage assessment.
5. That all conditions be fulfilled within two years of the notice of decision of this consent. The certificate of consent required by Section 53(42) of the Planning Act shall be obtained within two years of the notice of decision of this consent. The Township of Dawn-Euphemia will endeavor to send the applicant a reminder that the Provisional Consent is approaching its lapsing date. However, each applicant is responsible for ensuring that the Provisional consent does not lapse. If the Provisional Consent does lapse (meaning the deeds have not been stamped within two years of the notice of decision of the consent), a new application will be required. There is no provision in the Planning Act for extensions to Provisional Consents.

**DEPARTMENT AND AGENCY COMMENTS:**

<b>County of Lambton Building Services</b>	<p>There are no concerns with this proposal.</p> <p>The proposed severed lot of 2.67 acres (1.08 hectares) is acceptable to this Department and meets the MOE “<i>Reasonable Use Guidelines</i>” criteria which requires a minimum lot size of 2 acres (0.8 hectares) when created in underlying clay soils.</p>
<b>St. Clair Region Conservation Authority</b>	<p>There are no concerns with this proposal.</p> <p>The following comments are offered for your consideration: (1.) the applications are consistent with Sect. 3.1 of the PPS; (2.) Ont. Reg. 41/42 does apply to the subject property and as such a permit will be required prior to any development taking place; and (3.) the subject property is not located within an area subject to a <i>Source Protection Plan</i>.</p>
<b>Township of Dawn – Euphemia Public Works Department</b>	<p>There are no concerns with this application as submitted, provided a provisional condition is added to address the apportionment of drainage assessment.</p>
<b>County of Lambton Public Works Department</b>	



	<p>The County has reviewed the above noted application and has the following comments in relation to the proposed severance.</p> <p>Orientation of any new residential dwelling is currently unknown. (I.e. Frontage is available off both Lambton Line and Dawn Mills Road.) Any new entrance off Dawn Mills Road (County Road 15) for the proposed residential lot, because of the proposed severance, shall require an Entrance Permit from this office.</p> <p>As it relates to potential future impacts to the County roadway, Public Works is of the understanding that the zoning for the retained agricultural land will not have an option for a future farm dwelling. Should this be incorrect, the Committee of Adjustment can inform the undersigned at their convenience.</p>
--	--



**Building Services Department**  
789 Broadway Street, Box 3000  
Wyoming, ON N0N 1T0

Telephone: 519-845-5420  
Toll-free: 1-866-324-6912  
Fax: 519-845-3817



## REPORT

**Date:** July 12, 2024  
**To:** Committee of Adjustment  
**From:** Corrine Nauta - Manager, Building Services  
**cc:** Ezio Nadalin - Planner  
**Re:** 481 Dawn Mills Road Severance & Zoning By-Law Amendment – Crummy

The above noted applications have been reviewed and the following comments are provided for your consideration.

The proposed severed lot size of 2.67 acres is acceptable to this Department and achieves the 'Reasonable Use' guidelines set by the Ministry of the Environment which requires a minimum lot size of 2 acres when created in underlying clay soils. The newly created (2.67 acres) and retained portion (40.7 acres) generally conform to the criteria for this proposal. Currently, the property is vacant.

At this time, this Department can support the above noted applications, with no concerns

If you require any further information, please do not hesitate to contact this office.

Member  
Municipalities

Township of  
Adelaide-Metcalf

Municipality of  
Brooke-Alvinston

Municipality of  
Chatham-Kent

Township of  
Dawn-Euphemia

Township of  
Enniskillen

Municipality of  
Lambton Shores

Municipality of  
Middlesex Centre

Village of  
Newbury

Village of  
Oil Springs

Town of  
Petrolia

Town of  
Plympton-Wyoming

Village of  
Point Edward

City of  
Sarnia

Municipality of  
Southwest Middlesex

Township of  
St. Clair

Municipality of  
Strathroy-Caradoc

Township of  
Warwick

Planning File No: PL#2024-0055

July 17, 2024

Township of Dawn-Euphemia  
4591 Lambton Line, RR4  
Dresden, ON N0P 1M0

**Attention: Donna Clermont, Administrator-Clerk**

Dear Ms. Clermont:

**Re: Applications for Consent and Zoning By-law Amendment – B007-24 & ZA004-24  
481 Dawn Mills Road  
Lot 15, Concession 7, Geographic Township of Dawn, Township of Dawn-Euphemia  
Applicants: Doug & Linda Crummy (Agent: Ed Stinson)**

St. Clair Region Conservation Authority (SCRCA) staff reviewed the above noted applications for consent and zoning by-law amendment.

### Site Characteristics

The subject property is designated Hamlet Area and Agricultural Area on Schedule "A" of the Township of Dawn-Euphemia Official Plan. The subject property is zoned Agricultural – 2 (A2) on Schedule "A", Part 3 (Rutherford) of the Township of Dawn-Euphemia Zoning By-law 54 of 2014. The area regulated by the Conservation Authority is generally shown on Appendix Map "B" of the Zoning By-law.

The applicants propose to sever a 1.08 hectare (2.67 acre) rural residential lot while retaining the 17.1 hectare (40.7 acre) vacant farm parcel.

As a condition of the consent, a zoning by-law amendment is required to add an exception to the Agricultural 2 Zone (A2(4)) for the retained land and to rezone the severed land from Agricultural 2 (A2) to Residential 4 (R4). The two zoning changes will recognize the change in use of both properties and formally recognize the further reduction of the remaining undersized agricultural lot.

### Recommendations

SCRCA has no concerns with the proposed consent and zoning by-law amendment. The subject property, including the proposed severed lot, contains areas prone to flooding during a regional storm event. Any future development and/or site alteration within the regulated area on the retained or severed lot will require written permission from the Conservation Authority under Ontario

Regulation 41/24. Development will be required to meet floodproofing and access standards as set by the Authority.

### **DELEGATED RESPONSIBILITY AND STATUTORY COMMENTS**

#### **Provincial Policy Statement Section 3.1 - Natural Hazards**

SCRCA staff provide the following comments as part of SCRCA's delegated responsibility of representing the provincial interest on natural hazards encompassed by Section 3.1 of the *Provincial Policy Statement (PPS)*, 2020.

The application proposes to create a lot partially within a flood prone area. The extent of the flood prone lands on the subject property are identified through the General Regulation Area (SCRCA) overlay on Appendix Map "B" of the Zoning By-law. A portion of the subject property is also within the erosion hazard associated with the Dawn Centre Drain.

The PPS generally directs development outside of hazardous lands adjacent to river and stream systems which are impacted by flooding and erosion hazards. Specifically, the PPS prohibits development in areas that would be rendered inaccessible during flooding emergencies, and in the floodway, which is the portion of the floodplain where development and site alteration would cause a danger to public health and safety or property damage. The PPS defines development as the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the *Planning Act*. Development may be permitted in accordance with the following PPS policy:

- 3.1.7 Further to policy 3.1.6, and except as prohibited in policies 3.1.2 and 3.1.5, *development and site alteration* may be permitted in those portions of *hazardous lands* and *hazardous sites* where the effects and risk to public safety are minor, could be mitigated in accordance with provincial standards, and where all of the following are demonstrated and achieved:
- a) *development and site alteration* is carried out in accordance with *floodproofing standards, protection works standards, and access standards*;
  - b) vehicles and people have a way of safely entering and exiting the area during times of flooding, erosion and other emergencies;
  - c) new hazards are not created and existing hazards are not aggravated; and
  - d) no adverse environmental impacts will result.

The Township of Dawn-Euphemia Official Plan implements the PPS direction with the following policy within the Land Division section which states:

31.1.2 In addition to those criteria contained in Section 51 (24) of the Planning Act, the following policies will apply to all new lots:

g) The creation of a lot in an area susceptible to defined portions of the flooding and erosion hazard, including the floodway and areas rendered inaccessible to people and vehicles, is prohibited. The creation of a lot in a natural heritage or environmental constraint area will not be permitted unless it can be demonstrated that the hazard can be safely addressed in accordance with established standards and procedures, and/or it has been demonstrated that there will be no negative impacts on the natural features or the ecological functions for which the area has been identified;

The proposed severed lot is located along the Dawn Centre Drain within an area susceptible to flooding and erosion. The floodplain limit for the property is based on an estimated engineered floodplain which was completed on a broad watershed scale and was based on coarse elevation data. SCRCA does not have engineered flood lines in this area. Based on review of our best available in-house elevation data, the proposed severance is located in an area where the risks to public safety are minor and can be mitigated through floodproofing and access upgrades. Future development is not anticipated to aggravate the existing hazards or result in the creation of new hazards. No adverse environmental impacts are anticipated. The requirements of PPS policy 3.1.7 can be met.

**St. Clair Region Conservation Authority - Ontario Regulation 41/24**

SCRCA staff provide the following comments as part of SCRCA's Regulatory Authority under Ontario Regulation 41/24 "*Prohibited Activities, Exemptions and Permits*" made under Section 28 of the *Conservation Authorities Act*.

The subject property has been identified as being regulated under Ontario Regulation 41/24. The policies of the Authority regulate development including: construction/reconstruction of a structure; placement or removal of fill; regrading; altering a watercourse; altering/developing a shoreline; or interfering with the function of a wetland. Written approval from this Authority will be required in order to undertake any of these activities within the regulated area.

Please be aware that the extent of the Regulation Limit as shown on the attached map is an approximation based on the available information. Please refer to Ontario Regulation 41/24 for a full description of the Regulation Limit.

Written permission from the Conservation Authority will be required to construct any buildings or structures, including a dwelling, on the proposed severed lot. A proposed dwelling will need to be floodproofed to an elevation higher than the centreline road elevation of Dawn Mills Road adjacent the proposed dwelling. Safe

access must also be provided therefore any access laneway will need to be constructed to an elevation no lower than the centreline road elevation of Dawn Mills Road adjacent the proposed lot. A setback of 30 metres from the Dawn Centre Drain will also be required for any proposed buildings or structures. Floodproofing, access and setback requirements will be addressed through an Ontario Regulation 41/24 permit.

### **SUMMARY**

Given the above comments, it is the opinion of the SCRCA that:

1. Consistency with Section 3.1 of the PPS can be demonstrated;
2. Ontario Regulation 41/24 does apply to the subject site. A permit from SCRCA will be required prior to any development taking place; and
3. The subject site is not located within an area that is subject to the policies contained in the Source Protection Plan.

Thank you for the opportunity to comment. We respectfully request to receive a copy of the decision and notice of any appeals filed.

If you have further questions, please do not hesitate to contact the undersigned.

Sincerely,








Melissa Deisley  
Director of Planning and Regulations

Encl. Map

cc: Ezio Nadalin, Planner, County of Lambton  
Brooklyn Stam, Deputy Clerk, Township of Dawn-Euphemia

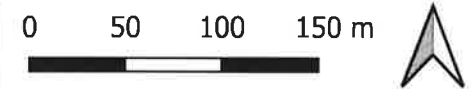


### Legend

-  Areas Affected by Regulations
-  Meander Belt
-  Subject Property (approx.)
-  Proposed Severed Lot (approx.)
-  Watercourses



**481 Dawn Mills Road  
Consent B007-24**



Produced by the SCRCA under license with the Ontario Ministry of Natural Resources and Forestry. Copyright King's Printer Jul 17, 2024  
May not be reproduced without permission.  
THIS IS NOT A PLAN OF SURVEY. Aerial Photography Date: Spring 2020  
Map Created by: Shelby Campbell

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: August 6, 2024

Moved by:	Seconded by:	Recorded Vote:		
		Order	Vote	
<input type="checkbox"/> A. Broad	<input type="checkbox"/> A. Broad	_____	_____	A. Broad
<input type="checkbox"/> A. Gray	<input type="checkbox"/> A. Gray	_____	_____	A. Gray
<input type="checkbox"/> P. LeBoeuf	<input type="checkbox"/> P. LeBoeuf	_____	_____	P. LeBoeuf
<input type="checkbox"/> M. McGuire	<input type="checkbox"/> M. McGuire	_____	_____	M. McGuire
<input type="checkbox"/> J. Meyer	<input type="checkbox"/> J. Meyer	_____	_____	J. Meyer

That By-Law 2024-20, being a By-law to Amend Zoning By-Law 54-2014 be taken as read a first, second, and third time, and finally passed this 6<sup>th</sup> day of August, 2024. *Carried*





**The Corporation of the  
Township of Dawn-Euphemia  
Zoning By-Law 20 of 2024**

**(Being a By-law to Amend By-law 54 of 2014)**

**WHEREAS** the Council of the Corporation of the Township of Dawn-Euphemia passed a comprehensive Zoning By-law 54 of 2014 on the 24<sup>th</sup> day of November 2014;

**WHEREAS** the Council of the Corporation of the Township of Dawn-Euphemia deems it desirable to amend the said By-law;

**NOW THEREFORE**, the Council of the Corporation of the Township of Dawn-Euphemia enacts as follows:

1. Schedule "A", attached, is hereby declared to form part of this By-law.
2. Schedule "A" to By-law 54 of 2014 is hereby amended by changing the zone symbol that applies to those lands as indicated on Schedule "A" to this By-law from the "Agriculture (A2) Zone" to the "Residential (R4) Zone."
3. Schedule "A" to By-law 54 of 2014 is hereby amended by changing the zone symbol that applies to those lands as indicated on Schedule "A" to this By-law from the "Agriculture - 2 (A2) Zone" to the "Agriculture - 2 (4) A2(4) Zone."
4. Section 7 is hereby amended by adding the following subsection:

**7.3.4 Agricultural 2 (4) A2(4) Zone**

The minimum lot size for CON 7, PT LOT 15 (481 Dawn Mills Road) shall be 17 hectares (42 acres).

In all other respects, the provisions of Section 7 shall apply.

5. This By-law shall come into force and effect pursuant to Sections 24(2), and Section 34 (21) or (30) of the Planning R.S.O. 1990.

Read a first and second time this 6<sup>th</sup> day of August 2024.

Read a third time and finally passed this 6<sup>th</sup> day of August 2024.

---

**Mayor**

---

**Administrator-Clerk**



The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: August 6, 2024

Moved by:	Seconded by:	Order	Recorded Vote: Vote
<input type="checkbox"/> A. Broad	<input type="checkbox"/> A. Broad	_____	_____ A. Broad
<input type="checkbox"/> A. Gray	<input type="checkbox"/> A. Gray	_____	_____ A. Gray
<input type="checkbox"/> P. LeBoeuf	<input type="checkbox"/> P. LeBoeuf	_____	_____ P. LeBoeuf
<input type="checkbox"/> M. McGuire	<input type="checkbox"/> M. McGuire	_____	_____ M. McGuire
<input type="checkbox"/> J. Meyer	<input type="checkbox"/> J. Meyer	_____	_____ J. Meyer

That the following Drain Maintenance and/or Repair Requests be referred to the Drainage Superintendent with the power to act;

1. The Broad Drain Maintenance Request received July 12, 2024, submitted by Bradley Parking;
2. The Murphy Drain Maintenance Request received July 15, 2024, submitted by Robert Annett & Joanne Sanderson;
3. The Coombs Drain Maintenance Request received July 16, 2024, submitted by Leo Bongers;
4. The Cooper Drain Maintenance Request received July 16, 2024, submitted by Leo Bongers;
5. The 30-31 Sideroad Drain Maintenance Request received July 23, 2024, submitted by Terry McKinlay;
6. The 30-31 Sideroad Drain Maintenance Request received July 23, 2024, submitted by Neal Howes.
7. The Knight & Kniffen Drain Maintenance Request received July 27, 2024, submitted by North Dawn Farms (Branden Butler). *Carried.*

**For Office Use Only**  
 Drainage Supt July 12/24  
 Council Aug 16/24  
 Res: \_\_\_\_\_  
 Electronic File July 12/24

Township of Dawn-Euphemia

JUL 12 2024

RECEIVED

**Notice of Request for Drain Maintenance and/or Repair**

Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)

To: The Clerk of the Corporation of the Township of Dawn-Euphemia

Re: Broad Drain  
 (Name of Drain)

**COPY**

In accordance with section 74 and 79(1) of the Drainage Act, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:

- Clean Out     Tile Repair     Culvert Replacement     Sprayed

Comments: I think theres a blockage.

**Property Owners:**

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

**Property Description**

CON 7 E PT Lot 12 PT E 1/2 Lot 12 EXC R25R435 Part 1

**Ward or Geographic Township**

Dawn

**Parcel Roll Number**

38-01-060-020-06900-0000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair.

**Select Ownership Type**

Enter the mailing address and primary contact information:

Last Name <u>Parking</u>		First Name <u>Bradley</u>	Middle Initial <u>V.E</u>
Mailing Address			
Unit Number	Street/Road Number	Street/Road Name	PO Box
		<u>01</u>	
City/Town <u>Dieser</u>		Province	Postal Code
Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)	
<u>3</u>			

Signature of Landowner: \_\_\_\_\_ Date: July 12 2024

To be completed by recipient municipality:

Notice filed this 12 day of July 20 24

Name of Clerk (Last Name, First Name) <u>Clermont, Donna</u>	Signature of Clerk
---	--------------------

For Office Use Only	
Drainage Supt	July 15/24
Council	Aug 10/24
Res:	
Electronic File	July 15/24

JUL 15 2024

RECEIVED

### Notice of Request for Drain Maintenance and/or Repair

Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)

To: The Clerk of the Corporation of the Township of Dawn-Euphemia

# COPY

Re: Murphy  
(Name of Drain)

In accordance with section 74 and 79(1) of the Drainage Act, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:

- Clean Out
- Tile Repair
- Culvert Replacement
- Sprayed

Comments: Tile outlets are under water

#### Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description  
CON 6 PT NW 1/4 Lot 23

Ward or Geographic Township <u>Euphemia</u>	Parcel Roll Number <u>38 06 009 030 03400 0000</u>
--	---

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair.

#### Select Ownership Type

Enter the mailing address and primary contact information:

Last Name <del>Robert</del> <u>Annett Sanderson</u>	First Name <u>Robert Joanne</u>	Middle Initial <u>L C</u>
--	------------------------------------	------------------------------

#### Mailing Address

Unit Number	Street/Road Number	Street/Road Name	PO Box
City/Town <u>Bothwell</u>	Province <u>Ont</u>	Postal Code <u>N0P 1C0</u>	
Telephone Number <u>- 1</u>	Cell Phone Number (Optional) <u>7</u>	Email Address (Optional)	

Signature of Landowner: \_\_\_\_\_ Date: July 12, 2024

To be completed by recipient Municipality:

Notice filed this 15 day of July 20 24

Name of Clerk (Last Name, First Name) <u>Clermont, Donna</u>	Signature of Clerk <u>[Signature]</u>
---	--

**For Office Use Only**  
 Drainage Supt July 17/24  
 Council Aug 16/24  
 Res: \_\_\_\_\_  
 Electronic File July 17/24

Township of Dawn-Euphemia

JUL 16 2024

RECEIVED

**Notice of Request for Drain Maintenance and/or Repair**

Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)

To: The Clerk of the Corporation of the Township of Dawn-Euphemia

**COPY**

Re: Coombs Drain  
 (Name of Drain)

In accordance with section 74 and 79(1) of the Drainage Act, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:

- Clean Out     Tile Repair     Culvert Replacement     Sprayed

Comments:

**Property Owners:**

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description

641 Cameron Road - Euphemia CON 10 PT Lot 16

Ward or Geographic Township

Parcel Roll Number

38-06-009-030-30500-0000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair.

**Select Ownership Type**

Enter the mailing address and primary contact information:

Last Name <u>Bongers</u>		First Name <u>Leo</u>	Middle Initial
Mailing Address			
Unit Number	Street/Road Number	Street/Road Name	PO Box
City/Town <u>Kerwood</u>	Province <u>Ontario</u>		Postal Code <u>N0M 2B0</u>
Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)	

Signature of Landowner: \_\_\_\_\_ Date: July 17 2024

To be completed by recipient municipality:

Notice filed this 17 day of July 2024

Name of Clerk (Last Name, First Name) <u>Clermont, Donna</u>	Signature of Clerk
---	--------------------

**For Office Use Only**  
 Drainage Supt July 17/24  
 Council Aug 17/24  
 Res: \_\_\_\_\_  
 Electronic File July 17/24

Township of Dawn-Euphemia

JUL 16 2024

RECEIVED

**Notice of Request for Drain Maintenance and/or Repair**

Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)

To: The Clerk of the Corporation of the Township of Dawn-Euphemia

**COPY**

Re: Cooper Drain  
 (Name of Drain)

In accordance with section 74 and 79(1) of the Drainage Act, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:

- Clean Out       Tile Repair       Culvert Replacement       Sprayed

Comments: \_\_\_\_\_

**Property Owners:**

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description

641 Cameron Road - Euphemia CON 10 PT LOT 16

Ward or Geographic Township

Parcel Roll Number

38-06-009-030-30500-0000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair.

**Select Ownership Type**

Enter the mailing address and primary contact information:

Last Name

Bomers

First Name

Leo

Middle Initial

Mailing Address

Unit Number

Street/Road Number

Street/Road Name

PO Box

City/Town

Kerwood

Province

Ontario

Postal Code

N0M 2B0

Telephone Number

Cell Phone Number (Optional)

Email Address (Optional)

Signature of Landowner: \_\_\_\_\_

Date: July 17 2024

To be completed by recipient municipality:

Notice filed this 17 day of July 20 24

Name of Clerk (Last Name, First Name)

Clermont, Donna

Signature of Clerk

For Office Use Only	
Drainage Supt	July 29/24
Council	Aug 6/24
Res:	
Electronic File	July 29/24

JUL 23 2024

RECEIVED

### Notice of Request for Drain Maintenance and/or Repair

Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)

# COPY

To: The Clerk of the Corporation of the Township of Dawn-Euphemia

Re: 30-31 SIDE ROAD DAWN  
(Name of Drain)

In accordance with section 74 and 79(1) of the Drainage Act, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:

- Clean Out     
 Tile Repair     
 Culvert Replacement     
 Sprayed

**Comments:**

REPAIR CULVERT

**Property Owners:**

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

**Property Description**

SW 1/4 LOT 30 CON 1

**Ward or Geographic Township**

DAWN TWP

**Parcel Roll Number**

3806 0060 4001300

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair.

**Select Ownership Type**

Enter the mailing address and primary contact information:

Last Name <u>McKinlay</u>		First Name <u>Terry</u>	Middle Initial
------------------------------	--	----------------------------	----------------

**Mailing Address**

Unit Number	Street/Road Number	Street/Road Name	PO Box
-------------	--------------------	------------------	--------

**City/Town**

**Province**

**Postal Code**

NOP 2M0

**Telephone Number**

**Cell Phone Number (Optional)**

**Email Address (Optional)**

**Signature of Landowner:**

**Date:**

July 23, 2024

To be completed by recipient municipality:

Notice filed this 29 day of July 20 24

**Name of Clerk (Last Name, First Name)**

**Signature of Clerk**

Clermont, Donna



For Office Use Only	
Drainage Supt	July 29/24
Council	
Res:	Aug 6/24
Electronic File	July 29/24

JUL 23 2024

RECEIVED

### Notice of Request for Drain Maintenance and/or Repair

Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)

# COPY

To: The Clerk of the Corporation of the Township of Dawn-Euphemia

Re: 30-31 SIDEROAD DRAIN

(Name of Drain)

In accordance with section 74 and 79(1) of the Drainage Act, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:

- Clean Out     
 Tile Repair     
 Culvert Replacement     
 Sprayed

**Comments:**

REPAIR CULVERT

**Property Owners:**

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

**Property Description**

W 1/2 LOT 29 CON 1

**Ward or Geographic Township**

DAWN TWP.

**Parcel Roll Number**

3806 0060 460 1200

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair.

**Select Ownership Type**

Enter the mailing address and primary contact information:

Last Name <u>Hawes</u>	First Name <u>Neal</u>	Middle Initial <u>L</u>
---------------------------	---------------------------	----------------------------

**Mailing Address**

Unit Number	Street/Road Number	Street/Road Name <u>r</u>	PO Box
City/Town	Province	Postal Code <u>N0P 2M0</u>	
Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)	

Signature of Landowner: \_\_\_\_\_ Date: July 23, 2024

To be completed by recipient municipality:

Notice filed this 29 day of July 20 24

Name of Clerk (Last Name, First Name) <u>Clermont, Donna</u>	Signature of Clerk
---	--------------------

Drainage Dept July 30 2024  
Council AIA 6/124  
Res \_\_\_\_\_  
Electronic File July 30 2024

RECEIVED  
JUL 27 2024

# Notice of Request for Drain Maintenance and/or Repair

Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)

To: The Clerk of the Corporation of the Township of Dawn-Euphemia

Re: Knight and Kniffen Drain.

(Name of Drain)

# COPY

In accordance with section 74 and 79(1) of the Drainage Act, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:

- Clean Out     Tile Repair     Culvert Replacement     Sprayed

Comments: Culvert under low way beginning to collapse. Looking to get replaced.

Property Owners: North Dawn Farms Ltd. (Branden Butler - President)

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description

CON 12 E PT LOT 31 W 1/2 E/2 LOT 31

Ward or Geographic Township

Dawn-Euphemia Township.

Parcel Roll Number

38-06-006-060-09900-0000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair

Select Ownership Type Corporate: North Dawn Farms Ltd. Branden Butler - President

Enter the mailing address and primary contact information

Last Name <u>Butler</u>		First Name <u>Branden</u>		Middle Initial <u>L</u>
Mailing Address				
Unit Number	Street/Road Number	Street/Road Name		PO Box
City/Town <u>Petrolia</u>		Province <u>ON</u>	Postal Code <u>N0N 1R0</u>	
Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)		

Signature of Landowner: \_\_\_\_\_ Date: July 27<sup>th</sup> 2024.

To be completed by recipient municipality:

Notice filed this 29 day of July 2024

Name of Clerk (Last Name, First Name)

Clermont, Donna

Signature of Clerk

The Corporation of the Township of Dawn-Euphemia

7a

RESOLUTION – REGULAR MEETING

Date: August 6, 2024

Moved by:	Seconded by:	Order	Recorded Vote: Vote
<input type="checkbox"/> A. Broad	<input type="checkbox"/> A. Broad	_____	_____ A. Broad
<input type="checkbox"/> A. Gray	<input type="checkbox"/> A. Gray	_____	_____ A. Gray
<input type="checkbox"/> P. LeBoeuf	<input type="checkbox"/> P. LeBoeuf	_____	_____ P. LeBoeuf
<input type="checkbox"/> M. McGuire	<input type="checkbox"/> M. McGuire	_____	_____ M. McGuire
<input type="checkbox"/> J. Meyer	<input type="checkbox"/> J. Meyer	_____	_____ J. Meyer

That Council approves the 2024 Community Risk Assessment as presented by the Dawn-Euphemia Fire Chief. *Carried.*

# TOWNSHIP OF DAWN-EUPHEMIA

## FIRE DEPARTMENT



## COMMUNITY RISK ASSESSMENT

2024

# Appendix A: Profile Worksheets

## Worksheet 1: Geographic Profile

List the physical features of the community that impact the risk of and response to fire and other emergencies, including large bodies of water, highways/road networks, waterways, railways, canyons, bridges, landforms, and wildland-urban interfaces.

<b>Geographic Profile Risks</b>	
List the geographic features in your community and how they may influence the delivery of fire protection services.	
<b>Geographic Feature</b>	<b>Potential Impact on the Delivery of Fire Protection Services</b>
Railroad Tracks	- impacts training and response times
Highways/Road Networks	<ul style="list-style-type: none"> <li>• Impacts station location</li> <li>• Impacts response protocols</li> <li>- impacts response times</li> </ul>
Waterways	<ul style="list-style-type: none"> <li>- impacts response time/travel to calls</li> <li>- impacts training and equipment</li> <li>- environmental risks like flooding</li> </ul>
Bridges	- impacts response times and training
Grain Elevators	- impacts training and mutual aid agreements
Farmland	<ul style="list-style-type: none"> <li>- impacts training</li> <li>- not all parcels have 911 #s posted</li> </ul>

*Note: The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.*

**Worksheet 2: Building Stock Profile**

The building stock profile should consider the characteristics of the buildings in the community. This can include the use of the buildings, building density, building age and construction type, building height and area and must include, where known, the identification of truss and lightweight construction systems (commonly referred to as lightweight construction) in all building occupancy classifications. This information will assist fire departments to identify the issues/concerns that will impact the delivery of fire protection services.

<p align="center"><b>Building Stock Profile Risks</b></p> <p align="center">List the building stock/occupancy types in your community and the fire and other emergency issues/concerns for each. Assign probability, consequence and risk levels to each.</p>						
Occupancy Classification		Identify # of buildings of each type And Identify # of LWC buildings where presence is known	Issues/Concerns (i.e. age of buildings; use of buildings; building density, height and area; historic and culturally significant buildings; etc.)	Probability (refer to Table 1 for suggested probability levels)	Consequence (refer to Table 2 for suggested consequence levels)	Assigned Risk Level (refer to the Risk Level Matrix for suggested risk levels)
Group A	Assembly	5	Places of worship and community centres, used for variety of events, high occupancy when in use, have many rooms	Low	High	High
Group B	Detention Occupancies	N/A	N/A	N/A	N/A	N/A
	Care and Treatment / Care	N/A	N/A	N/A	N/A	N/A

<b>Occupancy Classification</b>		<b>Identify # of buildings of each type And Identify # of LWC buildings where presence is known</b>	<b>Issues/Concerns</b> (i.e. age of buildings; use of buildings; building density, height and area; historic and culturally significant buildings; etc.)	<b>Probability</b> (refer to Table 1 for suggested probability levels)	<b>Consequence</b> (refer to Table 2 for suggested consequence levels)	<b>Assigned Risk Level</b> (refer to the Risk Level Matrix for suggested risk levels)
<b>Group C</b>	Single Family <sup>3</sup>	407	Most are rural, many tenants (is there smoke alarm compliance? ), blueprints unknown - difficult to search in emergency	Low	High	Low
	Multi-unit Residential <sup>3</sup>	2	Density of inhabitants, fire spread, displacement	Low	High	Moderate
	Hotel/Motel	N/A	N/A	N/A	N/A	N/A
	Mobile Homes & Trailers	2	Lack of smoke alarms, age	Low	Moderate	Low
	Other	N/A	N/A	N/A	N/A	N/A
<b>Groups D &amp; E</b>	Business & Personal Service / Mercantile	2	Chemicals, shelving/obstacles, unattended overnight	Low	Moderate	Low
<b>Group F</b>	Industrial	6	Building size and density, machinery and chemicals present	Moderate	High	Moderate
<b>Other</b>	Occupancies not classified in OBC such as farm buildings.	N/A	N/A	N/A	N/A	N/A

Note: The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.

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<sup>3</sup> In cases where there are multiple buildings of the same type of classification where the use of lightweight construction is known or expected, it is acceptable to include the total number of buildings related to the category, such as "single family", from data obtained and make a general statement of the following type: *"The Fire Department / Municipality considers the presence of lightweight construction to be possible"*.



**Worksheet 3: Critical Infrastructure Profile**

Consider the community's critical infrastructure including electricity distribution, water distribution, telecommunications, hospitals, and airports and how they relate to fire and other emergency risks in the community.

<b>Critical Infrastructure Profile Risks</b>	
List the critical infrastructure in your community and the fire and other emergency issues /concerns relating to each.	
<b>Identified Critical Infrastructure</b>	<b>Issues/Concerns</b>
<b>Identified Critical Infrastructure</b>	<b>Issues/Concerns</b>
<b>Identified Critical Infrastructure</b>	<b>Issues/Concerns</b>
<b>Identified Critical Infrastructure</b>	<b>Issues/Concerns</b>
<b>Identified Critical Infrastructure</b>	<b>Issues/Concerns</b>
<b>Identified Critical Infrastructure</b>	<b>Issues/Concerns</b>
<b>Identified Critical Infrastructure</b>	<b>Issues/Concerns</b>
<b>Identified Critical Infrastructure</b>	<b>Issues/Concerns</b>
Production & Food Harvesting	Risk of fire and personal injury
Water Distribution	Water distribution damaged or otherwise compromised
Electricity Transmission & distribution	Hydro lines go down/arc, loss of technology and communications
911 Communications	Loss off communications, delayed awareness of/ response to emergencies
Telephones (wire line)	Telephone lines go down, cell towers down, loss of communications
Mail Delivery	Loss of information distribution

<b>Identified Critical Infrastructure</b>	<b>Issues/Concerns</b>
Broadcast Towers	Towers go down, broadcasting unavailable
Natural Gas Industry	Leaks, explosion
Roads	Impact emergency services response time and access if blocked or damaged
Snow Removal	Impact emergency response time and access
Railways	Risk of derailment
Municipal Government	Sensitive information, loss of access to administrative abilities
Emergency Operations Centre	Risk of compromise or damage during emergency
Evacuation Centre	High density of people when in use
Firefighting Service	Risk of loss of assets

*Note: The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.*

### Worksheet 4a: Demographic Profile

Consider the characteristics of your community's demographic profile to identify potential fire safety issues/concerns. This will help the fire department prioritize its overall risk and decisions about the provision of fire protection services. For example, traditionally older adults, young children, recent immigrants, and people with disabilities are at the highest risk of fire. Knowing if your community has a high number of people in any of these demographic groups helps your fire department prioritize your public fire safety education and Fire Code inspection and enforcement programs.

Demographic profile characteristics to consider include: age, culture, education, socio-economics, transient populations or other unique population characteristics in your community.

The following population distribution chart can assist with identifying high-risk or vulnerable demographic groups in your community.

<b>Ages of Population</b>	<b># of People</b>	<b>% of Total Population</b>
0-4	115	5.8
5-9	130	6.6
10-14	130	6.6
15-19	115	5.8
20-24	95	4.8
25-29	95	4.8
30-34	110	5.6
35-39	115	5.8
40-44	100	5.1
45-49	115	5.8
50-54	110	5.6
55-59	140	7.1
60-64	185	9.4
65-69	135	6.9
70-74	120	6.1
75-79	75	3.8
80-84	10	2.0
85 and over	10	2.0
<b>Total Population</b>	<b>1970</b>	

Consider the following questions to help identify the demographic groups within your community and the associated fire safety issues/concerns:

1. Are there specific age groups that make up a large portion of your community? If yes, who are they?
2. Are there groups whose language and/or cultural practices impact fire safety in your community? If yes, who are they?
3. Are there transient populations in your community (e.g. post-secondary school students, migrant workers, seasonal tourists, etc.)? If yes, who are they?
4. Are there specific socio-economic groups and/or circumstances that impact fire safety in your community? If yes, who/what are they?
5. Are there demographic groups within your community that have cognitive or physical disabilities served by community service agencies? If yes, who are they?
6. List any other unique demographic groups or characteristics in your community that impact fire safety.

### Worksheet 4b: Demographic Profile

Use the answers to the questions above to list the identified demographic groups in the first column of the worksheet below.

<b>Demographic Profile Risks</b> List the demographic groups of concern in your community and the fire and other emergency issues/concerns relating to each group.	
<b>Identified Demographic Infrastructure</b>	<b>Issues/Concerns</b>
Large working age group	- high probability of workplace injuries
Transient Population: Migrant Workers	• unfamiliar with local common practices, laws, and escape routes
Elderly	- many live alone
Small ethnic population (ESL)	- language misinterpretation - difficulty in accessing public education
Tenants	- presence of working smoke alarms?

*Note: The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.*

### Worksheet 5: Hazard Profile

List potential hazards in the community including but not limited to hazardous materials spills, floods, freezing rain/ice storms, forest fires, hurricanes, tornadoes, transportation emergencies (i.e. air, rail or road), snow storms, windstorms, extreme temperature, cyber-attacks, human health emergencies, and energy supply (i.e. pipelines, storage and terminal facilities, electricity, natural gas and oil facilities).

<b>Hazard Profile Risks</b> List the hazards in your community and the fire or other emergency risk of each. Assign probability, consequence and risk levels to each risk identified.			
<b>Identified Hazard</b>	<b>Probability</b> (refer to Table 1 for suggested probability levels)	<b>Consequence</b> (refer to Table 2 for suggested consequence levels)	<b>Assigned Risk Level</b> (refer to the Risk Level Matrix for suggested risk levels)
<b>Identified Hazard</b>	<b>Probability</b> (refer to Table 1 for suggested probability levels)	<b>Consequence</b> (refer to Table 2 for suggested consequence levels)	<b>Assigned Risk Level</b> (refer to the Risk Level Matrix for suggested risk levels)
<b>Identified Hazard</b>	<b>Probability</b> (refer to Table 1 for suggested probability levels)	<b>Consequence</b> (refer to Table 2 for suggested consequence levels)	<b>Assigned Risk Level</b> (refer to the Risk Level Matrix for suggested risk levels)
<b>Identified Hazard</b>	<b>Probability</b> (refer to Table 1 for suggested probability levels)	<b>Consequence</b> (refer to Table 2 for suggested consequence levels)	<b>Assigned Risk Level</b> (refer to the Risk Level Matrix for suggested risk levels)
Transportation Accidents	Substantial	High	High
Adverse Weather	High	Limited	High
Critical Infrastructure Failure	Limited	Moderate	Low
Flooding	High	Moderate	Moderate
Agriculture and Food Emergencies	High	Moderate	High
Water Emergencies	Negligible	High	Low

<b>Identified Hazard</b>	<b>Probability</b> (refer to Table 1 for suggested probability levels)	<b>Consequence</b> (refer to Table 2 for suggested consequence levels)	<b>Assigned Risk Level</b> (refer to the Risk Level Matrix for suggested risk levels)
Human Events		High	Low
Petroleum/Natural Gas Pipeline and Well Emergencies		High	Moderate
Building/Structure Collapse	Limited	High	High
Human Health Disease and Influenza Pandemic	Substantial	High	High

*Note: The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.*

**Worksheet 6: Public Safety Response Profile**

Consider other public safety response agencies (i.e. police, EMS, rescue) that might be tasked with or able to assist in the response to emergencies or in mitigating the impact of emergencies. Also consider the types of incidents each is able to respond to and any issues or concerns that may impact fire department response.

<p align="center"><b>Public Safety Response Profile Risks</b></p> <p align="center">List the other public safety response agencies in your community and the incidents they respond to.</p>			
<b>Identified Public Safety Response Agency</b>	<b>Types of Incidents They Respond To</b>	<b>What is Their Role at the Incident</b>	<b>Issues/Concerns</b>
Emergency Management Ontario	- Declared emergencies	- provide assistance, coordinate with Province	Limited number of field officers, infrequent coordination with EMO
Ontario Provincial Police	<ul style="list-style-type: none"> <li>• MVC's</li> <li>• Fire Scenes</li> </ul>	<ul style="list-style-type: none"> <li>• Scene control, traffic control, law enforcement</li> </ul>	None
EMS	- MVCs, medical calls, structure fires	Medical aid	- what level of first aid does the fire service provide until the arrival of EMS?

*Note: The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.*



### Worksheet 7: Community Services Profile

Consider community service agencies, organizations or associations that provide services that support the fire department in the delivery of public fire safety education, Fire Code inspection and enforcement and emergency response. This may include services in-kind, financial support, provisions of venues for training, increased access to high-risk groups in the community, and temporary shelter for displaced residents following an incident.

<b>Community Services Profile Risks</b>		
List the community service agencies and the types of services they can provide.		
<b>Community Service Agencies</b>	<b>Types of Assistance They Can Provide</b>	<b>Issues/Concerns</b>
Canadian Red Cross	Temporary shelter, clothing, food following an incident	None
Meals on Wheels / Home Support Workers	Access to homebound populations	None

*Note: The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.*

**Worksheet 8: Economic Profile**

Consider the industrial or commercial sectors that provide significant economic production and jobs to the local economy and the impact to the community's economy if a fire or other emergency occurred in occupancies housing those sectors.

<b>Economic Profile Risks</b>				
List the industrial or commercial occupancies that provide significant economic production and jobs in the community. List the fire or other emergency risks in each occupancy. Assign probability, consequence, and risk levels for each risk identified.				
<b>Identified Occupancy</b>	<b>Key Risk</b>	<b>Probability</b> (refer to Table 1 for suggested probability levels)	<b>Consequence</b> (refer to Table 2 for suggested consequence levels )	<b>Assigned Risk Level</b> (refer to the Risk Level Matrix for suggested risk levels)
Enbridge Dawn Hub	Explosion, leak, fire	Low	High	Moderate
Grain Elevators	Fire, injury	Low	Low	Low

*Note: The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.*

**Worksheet 9a: Past Loss and Event History Profile - Fire Emergency Calls**

Consider previous response data to identify trends regarding the deaths, injuries, dollar loss, and causes of fire in various occupancy types. This assists in determining the leading causes of fires and high-risk locations and occupancies. In the absence of fire loss data, local knowledge may be the most reliable predictor of fire risk in your community. Also, provincial statistics can assist in determining the types of occupancies and locations where fire losses, injuries and deaths most commonly occur.

After completing the table below, record the leading occupancy types and causes of fire emergency calls on Worksheet 9b.

<b>Municipal Fire Losses, Deaths, Injuries, and Causes</b>																
		<b>Year 1: 2024</b>					<b>Year 2: 2023</b>					<b>Year 3: 2022</b>				
<b>Occupancy Classification</b>		<b># of Fires</b>	<b>\$ Loss</b>	<b># of Injuries</b>	<b># of Deaths</b>	<b>Causes</b>	<b># of Fires</b>	<b>\$ Loss</b>	<b># of Injuries</b>	<b># of Deaths</b>	<b>Causes</b>	<b># of Fires</b>	<b>\$ Loss</b>	<b># of Injuries</b>	<b># of Deaths</b>	<b>Causes</b>
Group A	Assembly	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A
Group B	Detention	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Care and Treatment / Care	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Group C	Single Family	0	N/A	N/A	N/A	N/A	2	Unknown	0	0	Grease fire, electrical short	3	Unknown	0	0	Sump pump short
	Multi-Unit Residential	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A
	Hotel / Motel	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Mobile Homes & Trailers	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A

Office of the Fire Marshal and Emergency Management

Occupancy Classification		# of Fires	\$ Loss	# of Injuries	# of Deaths	Causes	# of Fires	\$ Loss	# of Injuries	# of Deaths	Causes	# of Fires	\$ Loss	# of Injuries	# of Deaths	Causes
	Other	1	0	0	0	Electrical (lawnmower)	3	\$65,000	0	0	Electrical	10	\$200,000	0	0	Engine fire, electrical motor burnt, electrical, garbage fire
Groups D & E	Business & Personal Service / Mercantile	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A
Group F	Industrial	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	1	\$2,000,000	0	0	Lawnmower fire at poultry plant
	Other															
<b>Totals</b>		<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>5</b>	<b>\$65,000</b>	<b>0</b>	<b>0</b>		<b>14</b>	<b>2,200,000</b>	<b>0</b>	<b>0</b>	

**Past Loss and Event History Profile - Non-Fire Emergency Calls**

Consider previous response data to identify the types of non-fire emergency calls to which the fire department responds. This assists in determining the equipment, training, resources, etc. the fire department requires to respond to non-fire emergency calls.

After completing the table below, record the leading types of non-fire emergency calls on Worksheet 9b.

<b>Non-Fire Emergency Calls</b>						
	<b>Year 1: 2024</b>		<b>Year 2: 2023</b>		<b>Year 3: 2022</b>	
<b>Non-Fire Emergency Calls</b>	<b>Total Number Of Calls</b>	<b>% Of All Calls</b>	<b>Total Number Of Calls</b>	<b>% Of All Calls</b>	<b>Total Number Of Calls</b>	<b>% Of All Calls</b>
Burning (controlled)	0	0%	0	0%	0	0%
CO False Calls	0	0%	0	0%	0	0%
False Fire Calls	1	10%	0	0%	0	0%
Medical/Resuscitator Calls	3	30%	4	21%	3	12.5%
Other Response	5	50%	10	52%	6	25%
Overpressure Rupture/Explosion	0	0%	0	0%	0	0%
Pre-Fire Conditions/No Fire	0	0%	0	0%	0	0%
Public Hazard	0	0%	0	0%	0	0%
Rescue	0	0%	0	0%	1	4%
<b>Totals</b>	<b>9</b>	<b>90%</b>	<b>14</b>	<b>73%</b>	<b>10</b>	<b>41.5%</b>

## Appendix for Non-Fire Emergency Calls table

**Burning (controlled) includes:** authorized controlled burning – complaint; open air burning/unauthorized controlled burning

**CO False Calls includes:** CO false alarm equipment malfunction (no CO present); CO false alarm – perceived emergency (no CO present)

**False Fire Calls includes:** alarm system equipment – accidental activation; alarm system equipment – malfunction; human accidental (alarm accidentally activated by person); human – malicious intent, prank; human – perceived emergency; other false fire call

**Medical/Resuscitator Call includes:** accident or illness related - cuts, fractures, person fainted, etc.; alcohol or drug related; asphyxia, respiratory condition; chest pains or suspected heart attack; CPR administered; defibrillator used; medical aid not required on arrival; medical/resuscitator call false alarm; medical/resuscitator call no action required; other medical/resuscitator call; oxygen administered; seizure; traumatic shock; vital signs absent, DOA; electric shock; burns;

**Other Response includes:** assistance not required by other agency; assistance to other agencies; assistance to police; assisting other fire department: automatic aid; assisting other fire department: fire; protection agreement; assisting other fire department: mutual aid; assisting other fire department: other; call cancelled on route; Incident not found; other public service; other response; illegal grow operation (no fire); illegal drug operation (no fire)

**Overpressure rupture/Explosion includes:** overpressure rupture (no fire, e.g. steam boilers, hot water); munition explosion - (no fire, e.g. bombs, dynamite); overpressure rupture -gas pipe (no fire)

**Pre-Fire Conditions/No Fire includes:** lightning (no fire); other - cooking/toasting/smoke/steam; other pre-fire conditions (no fire); overheat (no fire e.g. engines, mechanical devices); pot on stove (no fire); fireworks (no fire)

**Public Hazard includes:** CO incident, CO present (exc false alarms); gas leak – miscellaneous; gas leak - natural gas; gas leak – propane; other public hazard; power lines down, arcing; public hazard call - false alarm; public hazard - no action required; ruptured water, steam pipe; spill – gasoline or fuel; spill – miscellaneous; spill - toxic chemical; gas leak – refrigeration; radio-active material problem; bomb, explosive removal, standby; suspicious substance

**Rescue includes:** animal rescue; building collapse; commercial/industrial accident; home/residential accident; low angle rescue (non fire); other rescue; persons trapped in elevator; rescue false alarm; rescue no action required; vehicle collision; vehicle extrication; water rescue; water ice rescue; trench rescue (non fire); confined space rescue (non fire); high angle rescue (non fire)

**Worksheet 9b: Past Loss and Event History Profile**

<p align="center"><b>Past Loss and Event History Profile Risks</b></p> <p align="center">List the risks/causes for each occupancy type and the non-fire emergency risks identified in the tables on Worksheet 9a. Assign probability, consequence and risk levels to each cause/risk identified.</p>				
<p align="center"><b>Occupancy Type/Location/Risk</b></p>	<p align="center"><b>Causes</b></p>	<p align="center"><b>Probability</b> (refer to Table 1 for suggested probability levels)</p>	<p align="center"><b>Consequence</b> (refer to Table 2 for suggested consequence levels)</p>	<p align="center"><b>Assigned Risk Level</b> (refer to the Risk Level Matrix for suggested risk levels)</p>
Example: Group F - Industrial	Hazardous materials spill	Possible	Major	Moderate
Example: Group C - residential high density (high rise )	Fire	Almost Certain	Moderate	High
Example: Group C - residential low density (single family dwellings)	Fire	Almost Certain	Minor	Moderate
Example: Motor Vehicle Collisions		Almost Certain	Minor	Moderate
Example: Medical Calls		Almost Certain	Minor	Moderate

*Note: The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.*

<b>Mandatory Profiles</b>	<b>Top Risk or Issues/Concerns</b>	<b>Preferred Treatment Option</b> (refer to the Risk Treatment Options section for suggested treatment options and considerations)
<b>Mandatory Profiles</b>	<b>Top Risk or Issues/Concerns</b>	<b>Preferred Treatment Option</b> (refer to the Risk Treatment Options section for suggested treatment options and considerations)
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<b>Geographic Profile</b>	Railroad tracks impacts training	Accept Risk - Implement derailment, chemical spill, etc. training protocols, SOGs, and be aware of external resources (i.e. HAZMAT)
	Highways/road networks impact response protocols	Accept risk - Implement training protocols and SOGs
	Body of water impacts training and response time	Avoid and Mitigate Risk – public education, and implementation of training and SOGs
	Industrial facilities (i.e. Enbridge, greenhouses, grain elevators) impact training	Accept Risk - Implement appropriate response protocols, SOGs, and be aware of agreements and external resources



<b>Mandatory Profiles</b>	<b>Top Risk or Issues/Concerns</b>	<b>Preferred Treatment Option</b> (refer to the Risk Treatment Options section for suggested treatment options and considerations)
	Farmland impacts training and response time (not all parcels have 911 numbers)	Accept and Mitigate Risk - Implement appropriate training, SOGs, and educate public on importance of identifying parcels
Building Stock Profile	Single Family Homes	Accept and Mitigate Risk - Implement appropriate training, SOGs, and educate public on escape routes, meeting places, and smoke alarms
	Industrial buildings may have machinery, chemicals, or be built close together	Accept and Mitigate Risk - Implement appropriate training, response protocols, SOGs, and educate businesses on safe operation and storage
	Business and Personal Service/ Mercantile may have many rooms, chemicals, and additional obstacles due to inventory, and are often unmonitored overnight	Accept Risk - Implement appropriate training, response protocols, and SOGs
	Multi-unit residential has many residences joined together	Accept and Mitigate Risk
	Water distributions damaged or other compromised	Accept and Mitigate Risk - Implement appropriate protocols and SOGs, monitor system for potential failures
	Production and food harvesting brings heightened risk of fire and injury	Accept Risk - Implement appropriate training, SOGs, and response protocols, and have appropriate agreements in place

<b>Mandatory Profiles</b>	<b>Top Risk or Issues/Concerns</b>	<b>Preferred Treatment Option</b> (refer to the Risk Treatment Options section for suggested treatment options and considerations)
Critical Infrastructure Profile	Broadcast towers go down	Accept Risk - Implement appropriate training, SOGs, and response protocols
	Natural gas industry poses risk of explosion, leaks, etc.	Accept Risk - Implement appropriate training, SOGs, and response protocols. Continue educational tours of facility
Demographic Profile	Large working age group (14-64) means high probability of workplace injuries	Accept and Mitigate Risk - Implement appropriate training, SOGs, and response protocols. Educate public on workplace safety
	Transient population/migrant workers means unfamiliarity with local common practices, laws, escape routes, etc.	Accept and Mitigate Risk - Implement appropriate training, SOGs, and response protocols. Educate workers and employers on workplace safety
	Elderly population means many live alone, may have reduced reaction time when driving	Accept Risk - Implement appropriate training, SOGs, and response protocols.
	Small ethnic/ESL population means there may be language misinterpretation and difficulty in accessing public education	Accept and Mitigate Risk - Implement appropriate training, SOGs, and response protocols. Ensure accessible public education resources
	Transportation accident	Accept Risk - Implement appropriate training, SOGs, and response protocols.
	Adverse Weather	Accept Risk - Implement appropriate training, SOGs, and response protocols.

<b>Mandatory Profiles</b>	<b>Top Risk or Issues/Concerns</b>	<b>Preferred Treatment Option</b> (refer to the Risk Treatment Options section for suggested treatment options and considerations)
Hazard Profile	Agriculture and Food Emergencies	Accept Risk - Implement appropriate training, SOGs, and response protocols.
	Human Health Disease and Influenza Pandemic	Accept and Mitigate Risk - Implement appropriate training, SOGs, and response protocols with additional protocols to prevent spread when necessary.
	Flooding	Accept and Mitigate Risk - Implement appropriate training, SOGs, and response protocols; educate public on water safety.
Public Safety Response Profile	Emergency Management Ontario is not a commonly partnered with organization	Foster relationship and be aware of resources offered by EMO
	OPP	N/A
	EMS	What level of care does fire provide until EMS arrival?
Community Services Profile	Canadian Red Cross	N/A
	Meals on Wheels/Home Support Workers may not be able to reach those in need	Accept Risk - Use resources where available

<b>Mandatory Profiles</b>	<b>Top Risk or Issues/Concerns</b>	<b>Preferred Treatment Option</b> (refer to the Risk Treatment Options section for suggested treatment options and considerations)
Economic Profile	Enbridge Dawn Hub poses risk of widespread damage, fire, explosion, leak, etc.	Accept Risk - Implement appropriate training, SOGs, and response protocols. Continue educational tours of facility
	Grain elevators pose risk of fire, injury, etc.	Accept Risk - Implement appropriate training, SOGs, and response protocols
Past Loss and Event History Profile	Medical calls - falls, VSA, blunt force/crush injuries, overdose	Accept Risk - Implement appropriate training, SOGs, and response protocols
	Motor vehicle Collision - wildlife, weather, failure to stop, cell phone use, alcohol, electrical failure	Accept and Mitigate Risk - Implement appropriate training, SOGs, and response protocols; educate public on safe driving practices
	Group C: Other - engine fire, electrical failure, garbage fire, power lines down/arcng	Accept and Mitigate Risk - Implement appropriate training, SOGs, and response protocols; educate public on safe burning practices
	Group F: Industrial Fire	Accept Risk - Implement appropriate training, SOGs, and response protocols

<b>Mandatory Profiles</b>	<b>Top Risk or Issues/Concerns</b>	<b>Preferred Treatment Option</b> (refer to the Risk Treatment Options section for suggested treatment options and considerations)
	Group C: Single Family	Accept and Mitigate Risk - Implement appropriate training, SOGs, and response protocols; educate public on importance of escape routes, functioning smoke alarms, etc.

7b



# THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

4591 Lambton Line, RR # 4, Dresden, Ontario N0P 1M0  
Tel: (519) 692-5148 Fax: (519) 692-5511 Public Works Dept: (519) 692-5018  
Email: [admin@dawneuphemia.on.ca](mailto:admin@dawneuphemia.on.ca) Website: [www.dawneuphemia.ca](http://www.dawneuphemia.ca)

Meeting Date: August 6, 2024  
To: Mayor Broad and Members of Dawn-Euphemia Township Council  
From: Paul Dalton, Public Works Superintendent  
Subject: Drain Maintenance Tenders (6 Tenders 8 Drains )

## OPEN SESSION REPORT

### Background:

The purpose of this report is to provide Council with recommendations regarding the award of tenders for maintenance on various municipal drains.

### Comments:

A tender invitation to complete maintenance on 8 drain maintenance projects was forwarded to 20 contractors, who were to bid on all, or as many drainage projects as desired. Two of the drain projects flow into another drain requiring maintenance, and are relatively similar circumstances, so, they are Tendered together. Complete submissions were received from 8 Contractors prior to the July 23, 2024, deadline. Tender results as attached.

### Financial Implications:

There will be cost implications for the Township for portions of municipal roads assessed for drainage. These costs will be allocated in the 2025 drainage budget.

### Strategic Plan Implications:

There are no Strategic Plan implications.

### Recommendation:

**That Council accepts low tender for maintenance of the following drains as submitted by the following contractors:**

#### J L H Excavating Inc.

Daly and Salmon Drains	\$ 12,870.00
Long's Creek Drain	\$ 22,305.00
Waite and Carr Drains	\$ 8,500.00

#### H.E. Construction Inc.

Eacott Drain	\$ 11,817.50
Fenby-Pesha Drain	\$ 14,320.50
Gould Drain	\$ 13,950.00

Attachments ; Tender Results

Drain Tenders

Closing Tuesday, July 23<sup>rd</sup> at 12 Noon

<b>Contractors</b>	Daly & Salmon Drain	Eacott Drain	Fenby-Pesha Drain	Gould Drain	Long's Creek Drain	Waite & Carr Drain
<b>H.E. Construction</b>	\$19,057.50	\$11,817.50	\$14,320.50	\$13,950.00	\$33,810.00	\$17,090.00
<b>J. &amp; L Henderson</b>	\$12,870.00	\$21,205.00	\$19,425.00	\$35,430.00	\$22,305.00	\$8,500.00
<b>McNally Excavating</b>	\$37,600.00	\$23,300.00	\$29,350.00	\$58,500.00	\$39,070.00	\$20,150.00
<b>Monden Excavating</b>	\$19,500.00	\$22,000.00	\$24,000.00	\$60,000.00	\$36,000.00	\$21,650.00
<b>GM Construction</b>	\$14,000.00	\$21,000.00	\$24,000.00	NO BID	\$30,000.00	\$9,000.00
<b>White's Construction</b>	\$17,500.00	17,800.00	\$16,300.00	NO BID	\$32,800.00	\$16,800.00
<b>BF Environmental</b>	NO BID	\$20,320.00	\$23,495.00	\$29,580.00	NO BID	\$17,505.00
<b>Murray Mills Excavating</b>	\$36,500.00	\$37,715.00	\$45,220.00	\$35,035.00	\$58,425.00	\$39,723.00

Drain Tenders

Closing Tuesday, July 23<sup>rd</sup> at 12 Noon

<b>Ernie Herrington Excavating Trucking &amp; Sanitation</b>	\$24,250.00	\$20,750.00	\$16,780.00	\$16,780.00	\$24,750.00	\$20,250.00
<b>B.Crow Excavation</b>	\$20,375.00	\$13,891.00	\$17,225.00	\$14,012.50	\$30,000.00	\$11,250.00

Present for Opening:  
Paul Dalton  
John Collison  
Carla Trepanier





# THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

7c

4591 Lambton Line, RR 4, Dresden, ON N0P 1M0  
Tel: 519-692-5148 Fax: 519-692-5511 Public Works: 519-692-5018  
Email: [admin@dawneuphemia.on.ca](mailto:admin@dawneuphemia.on.ca) Website: [www.dawneuphemia.ca](http://www.dawneuphemia.ca)

**Meeting Date:** August 6, 2024  
**To:** Mayor Broad and Members of Council  
**From:** John Collison, Compliance Coordinator  
**Subject:** **Structure # 93 Rehabilitation 2024**

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## OPEN SESSION REPORT

### BACKGROUND:

Report to recommend a contractor for the 2024 Rehabilitation of Structure # 93 (Bentpath Line over the Murray Drain).

### COMMENTS:

Invitations to contractors, through the Bids and Tenders Website to secure a contractor for the rehabilitation of Structure # 93. Twenty-one (21) Contractors picked up tender packages, 5 tenders were received. Moran Contracting Div of 500163 Ontario Limited was the lowest **net** tender in the amount \$163,865.80 (plus applicable taxes totalling \$181,930.00)

### CONSULTATION:

Ken Longtenberg, P.Eng., of B.M. Ross was consulted. (A copy of his review is attached.)  
Paul Dalton, Public Works Superintendent

### FINANCIAL IMPLICATIONS:

The tendered amount is greater than amount budgeted (\$150,000.00). Any efficiencies realized on Structre #88 (Mossie Line between Inwood Rd & Burr Rd) may assist to offset the overage this year. Remainder can be taken out of the Public Works Reserve on approval of Council.

### STRATEGIC PLANNING IMPLICATIONS:

There are no Strategic Planning implications.

### RECOMMENDATIONS:

**That Council accepts the low tender from Moran Contracting Div of 500163 Ontario Limited for the rehabilitation of Structure #93, Bentpath Line, over the Murray Drain in the net amount of \$163,865.80 (plus applicable taxes totalling \$181,930.00), as per B.M.Ross Contract No. BR.1525 .**

Attachments : Tender Opening Results, Report from Ken Longtenberg P.Eng.  
Tender review from Ken Longtenberg, P.Eng., B.M.Ross

**B. M. ROSS AND ASSOCIATES LIMITED**  
Engineers and Planners  
62 North Street, Goderich, ON N7A 2T4  
p. (519) 524-2641 [www.bmross.net](http://www.bmross.net)  
**VIA EMAIL ONLY**

File No. BR1525

July 26, 2024

Paul Dalton, Public Works Superintendent  
Township of Dawn-Euphemia  
4591 Lambton Linc, RR4  
Dresden, ON N0P 1M0

**Re: Rehabilitation of Structure 93**

Tenders were received on July 26, 2024 for the above noted project, as summarized by the following table:

Tenderer	Tendered Amount
Moran Contracting Div of 500163 Ontario Limited	\$181,930.00
2585284 Ontario Inc. O/A Beton	\$220,766.97
W. G. Kelly Construction	\$250,357.15
KB Civil Constructors Inc.	\$304,595.97
VanDriel Excavating Inc.	\$342,792.34

The above tenders include HST and the contingency amounts listed in the tender. The tenders were checked and the submission from KB Civil Constructors Inc. was found to have a minor mathematical error that did not affect the bidder's positions. The corrected amounts are shown above. The tender from the lowest priced bid submitted by Moran Contracting appears to be properly signed and submitted with the specified tender deposit and Agreement to Bond.

The tenderer is experienced in concrete repairs and both the Township and BMROSS have worked with the Contractor in the past. We had estimated the tender cost would be \$106,000 plus HST, equaling \$120,000 when including HST. The tender quantities include a contingency of \$11,000 acceptable contractually. The price is about 35% higher than anticipated; however, all the other bids are significantly higher. Other than the fact the price is higher than anticipated, we are not aware of any reason not to award the project to Moran Construction.

Should you have any questions, please contact the undersigned.

Yours very truly,

B. M. ROSS AND ASSOCIATES LIMITED

Per   
Ken Logtenberg, P. Eng.

KL:sd



## THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

7d

4591 Lambton Line, RR # 4, Dresden, ON N0P 1M0  
Tel: (519) 692-5148 Fax: (519) 692-5511 Public Works Department: (519) 692-5018  
Email: [admin@dawneuphemia.on.ca](mailto:admin@dawneuphemia.on.ca) Website: [www.dawneuphemia.ca](http://www.dawneuphemia.ca)

To: Members of Dawn-Euphemia Township Council  
Meeting Date: August 6, 2024  
From: Donna Clermont, Administrator-Clerk  
Subject: **PUBLISHING COUNCIL MEETINGS TO WEBSITE**

### Open Session Report

#### Background:

Council recently moved from meetings being available to attend by teleconference in favor of a zoom platform. Staff have recorded the past few meetings and are still working to fine tune this new procedure. The question of whether the Council Meetings should be uploaded to the Township Website has been briefly discussed with no decision made as of yet.

#### Comments:

In January 2024, in an effort to become more transparent, Council agreed to publish the Council Agendas on the Township Website. This has worked well, with the public/media now being able to access Council Agendas prior to the Meetings. As a precaution, most financial information and personal information is redacted or removed prior to uploading. Moving to the “zoom” platform, the public now has the ability to attend Council Meetings live by simply requesting a link from the Clerk, in advance of the meeting. An invite with instructions is sent to the participant and they can join at anytime during the meeting. I am also able to share the meeting link after the fact, should someone be unable to attend (ie: media). In my opinion, this approach is much more controlled and much safer, than publishing the meetings to the web where there is the potential for personal information or data being inadvertently disclosed. In the wrong hands, this information could potentially be exploited.

When it comes to publishing Council Meetings on the website, I tend to err on the side of caution due to the extensive training in cyber security that staff have received over the past few years. I would, in no way want to inadvertently expose any vulnerabilities and/or compromise the privacy and security of the financial or personal information we are entrusted with, or publish conversations that inadvertently disclose information about items/projects that could be used in “scams”. Again, perhaps it is being overly cautious, but with the rapid advances in artificial intelligence (AI) where people are easily impersonated, voices are copied, faces duplicated, mannerisms replicated etc., it is difficult to determine what impact AI could potentially have on our identifies. Further, any members of the public in attendance would need to give consent to having themselves recorded and posted to the website, as the Meeting Owl records visual attendance of ALL members of the public either present via zoom or in-person.

It is recommended at that time, that the meeting link be shared with individuals/residents/media upon request and at the discretion of the Clerk. This allows for a much more “controlled” and “responsible” dissemination of information. It is further recommended *at this time* that meetings be recorded and retained for 1+current year, but *not published to the website*. This can always be reconsidered at a later date, once the impacts of AI are realized and a more qualified opinion can be obtained. If Council is not in agreement with the recommendation, I would strongly suggest that a professional opinion be obtained prior to publishing meetings online.

**Financial Impact: N/A**

**Consultations: Staff**

**Recommendation: That Council Meetings be recorded and retained for 1+current year, and be used for municipal purposes only *at this time*; and that recordings be provided individuals/residents/media upon request and at the discretion of the Clerk.**

# Perth County council discusses pros, cons of recorded video of meetings

By Colin Burrowes, Local Journalism Initiative Reporter Listowel Banner

PERTH COUNTY – At the onset of the COVID-19 pandemic, most municipalities were quick to move to live streaming or recording council meetings, as well as posting the recordings online, to ensure continued access to public meetings.

On Dec. 16, Director of Legal and Corporate Services, Annette Diamond, presented a report to Perth County council weighing the benefits of transparency, accessibility, and accountability with the potential risks of losing control of the recordings of council meetings once posted online, as the videos could be downloaded and potentially manipulated.

Ensuring accountability and transparency is one of council's roles under section 224 of the Municipal Act. The act requires that municipalities adopt and maintain policies to ensure accountability to the public for their actions and that their actions are transparent to the public.

Council meetings are kept as archive copies indefinitely and are retained on YouTube for two years under the County's Corporate Records Management Policy.

Once the video recording of council exists, it becomes a record subject to the municipality's Record Retention Bylaw and the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

With the posting of a video online, the video becomes accessible to anyone anywhere over the internet and it may be downloaded and manipulated. For instance, in an election, a candidate could compile and post any comments or embarrassing moments attributed to their opposition. Although a municipality owns the copyright on the video, the person manipulating the video may argue they are not violating the municipality's copyright

because of “fair use” since they are not doing so for profit. Fair use means someone can reuse copyright-protected material under certain circumstances without getting permission from the copyright owner.

Once downloaded or requested through MFIPPA, the municipality loses control of the recording, which poses a risk that a person’s words and images are captured in perpetuity.

Diamond, a recent hire for the county, used her first online participation with council as an example. When she introduced herself her cat repeatedly interrupted her.

“Unfortunately that recording now lives on in perpetuity and if anybody wanted to use that to embarrass me they certainly could – not one of my finer moments pushing a cat out of my way and having to present with a tail in my face,” she said.

Diamond said that although minutes of the meeting which are kept by staff members are the official record of a meeting, the videos which are uploaded to YouTube for two years and then archive later are copies of the meetings.

“It’s always the minutes which are the official records of council meetings,” she said. “There are differences between the minutes and the recordings. So, the recordings, provide a verbatim reproduction of the meeting, capturing who said what in its most accurate form. The minutes provide a summary. Statements are not attributable to specific councillors or positions are not listed and there is also an opportunity to review and later approve the minutes.”

Diamond acknowledged the videos could be used at a later date potentially against the corporation or a councillor.

“It could be that you said something or you took a position on a specific issue which may not have been favourable, or you may change your position at a later date, and someone could come back and say you said X, Y and Z at this particular meeting – now you are changing your mind. Why?” she asked.

She also pointed out that concerning those risks the videos serve to protect the corporation as they are an accurate representation of what was said at council.

“If a video is later manipulated or a quotation is taken out of context, the recording serves to protect the councillor and to protect council,” she said. “There is a concern that the longer the videos remain online, that there’s a higher risk that someone could download them or they could be manipulated or statements could be used against council or councillors, however, that risk arises as soon as the recording is created.”

According to Diamond, the public is entitled to the recording and can request it at any point in time.

“It’s a public record,” she said. “It’s subject to a MFIPPA request or could just be granted by right as a result of it being a public record. There may be a benefit to having people request the video, in that it may serve as advance notice that somebody is requesting it for a reason.”

Diamond told council that many municipalities do not have a policy specific to recording council meetings or how long they should be posted for.

“Some have taken the position that the recordings are for transitory records, so you will recall that these are records which are kept solely for convenience of reference,” she said. “They are short term and then they are destroyed. Some municipalities post recordings for 30 days. It appears there is one that posts for a year. It does seem that the majority post the videos indefinitely so you can continuously go back.”

The recommendations of the Association of Municipal Managers, Clerks and Treasurers of Ontario included a statement in one of its best practice guides that the recordings should be managed according to the existing records management procedures and bylaws, which is what Perth County is doing.

“From a legal perspective, there is no legal requirement to record the meetings or to post meetings,” said Diamond. “There is a legal requirement to be accountable and transparent pursuant to the requirements in the Municipal Act. I raise this issue with council because I want you to be aware that some risks come with recording council meetings, but they also need to be balanced with accountability, transparency and accessibility particularly at a time in which the public cannot attend meetings.”

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: August 6, 2024

Moved by:	Seconded by:	Recorded Vote:	
		Order	Vote
<input type="checkbox"/> A. Broad	<input type="checkbox"/> A. Broad	_____	_____ A. Broad
<input type="checkbox"/> A. Gray	<input type="checkbox"/> A. Gray	_____	_____ A. Gray
<input type="checkbox"/> P. LeBoeuf	<input type="checkbox"/> P. LeBoeuf	_____	_____ P. LeBoeuf
<input type="checkbox"/> M. McGuire	<input type="checkbox"/> M. McGuire	_____	_____ M. McGuire
<input type="checkbox"/> J. Meyer	<input type="checkbox"/> J. Meyer	_____	_____ J. Meyer

That Council accept the letter dated August 1, 2024 received from Three Oaks Respite Cabin re: Dawn-Euphemia Community Centre Rental for the Shifting Gears Fundraiser Tractor Parade; and further that Council hereby waives all fees associated with the DECC rental for this event.

OR

That Council accept the letter dated August 1, 2024 received from Three Oaks Respite Cabin re: Dawn-Euphemia Community Centre Rental for the Shifting Gears Tractor Parade; and further that Council hereby reduces the rental fees by \$\_\_\_\_\_/does not reduce the rental fees for the event. *Carried.*



August 1, 2024

Dawn-Euphemia Township Council  
4591 Lambton Line,  
Dresden, ON  
N0P 1M0

Dear Dawn-Euphemia Township Council,

On August 17, 2024, Three Oaks hopes to host its second Shifting Gears Tractor Parade. Last year, we were proud to welcome more than 70 participants and raise nearly \$33,000 to support the operations at Three Oaks. Since officially opening in May, 38 guests have been able to come, stay, and benefit from the mental health resources at Three Oaks, and several workshops have also been held.

The Board of Directors for Three Oaks Respite Cabin would like to respectfully request that Council consider reducing the costs associated with the rental of the Dawn-Euphemia Community Centre, where the parade ends and a community dinner is held. This Council and Dawn-Euphemia staff have been vital throughout the entire process of building Three Oaks, and if this request is not a possibility at this time, we are extremely grateful for the support and assistance that Dawn-Euphemia has provided thus far.

Sincerely,

Diane Bergsma,  
Board Chair



Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



**Municipal Policing Bureau**  
**Bureau des services policiers des municipalités**



777 Memorial Ave.  
Orillia ON L3V 7V3

777, avenue Memorial  
Orillia ON L3V 7V3

Tel: 705 329-6200  
Fax: 705 330-4191

Tél. : 705 329-6200  
Télééc.: 705 330-4191

File Reference:600

July 23, 2024

Dear Mayor/Reeve/CAO/Treasurer,

The Ontario Provincial Police Association and the Provincial Government have ratified new uniform and civilian collective agreements in effect for the term January 1, 2023, through December 31, 2026 (four-year term agreements).

The new agreements include general salary year-over-year rate increases of 4.75% (2023), 4.5% (2024), and 2.75% (2025 and 2026). Additionally, effective September 1, 2024, many OPP detachment front-line constables and sergeants will be receiving an additional 3% front-line patrol premium.

Included in the new collective agreements were other compensation adjustments, which, for the most part, will take effect in the 2025 calendar year.

Further analysis is required before the OPP Municipal Policing Bureau communicates the full impact of the new agreements on municipal policing cost.

The OPP Municipal Policing Bureau will issue the 2025 annual billing statements in the fall of 2024 based on the estimates of the impact of the new collective agreement terms.

If you have any questions or concerns, please contact the OPP Municipal Policing Bureau at [OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca)

I would like to thank you for your support and look forward to our continued collaboration.

Yours truly,

A handwritten signature in black ink, appearing to read "Steve Ridout".

Superintendent Steve Ridout  
Municipal Policing Bureau Commander

Cc: OPP Regional and Detachment Commanders

## Member Municipalities

Township of  
Adelaide-Metcalf

Municipality of  
Brooke-Alvinston

Municipality of  
Chatham-Kent

Township of  
Dawn-Euphemia

Township of  
Enniskillen

Municipality of  
Lambton Shores

Municipality of  
Middlesex Centre

Village of  
Newbury

Village of  
Oil Springs

Town of  
Petrolia

Town of  
Plympton-Wyoming

Village of  
Point Edward

City of  
Sarnia

Municipality of  
Southwest Middlesex

Township of  
St. Clair

Municipality of  
Strathroy-Caradoc

Township of  
Warwick

## Installation of Monitoring Equipment to Improve Flood Forecasting and Warning Program

In October, 2023 the Ontario government opened funding for the Community Emergency Preparedness Grant (CEPG) to help communities and organizations purchase critical supplies, equipment and deliver training and services to improve local emergency preparation and response. SCRCA was able to obtain \$25,500 worth of funding through this grant and is looking to add 10 to 15 water level sensors and two precipitation gauges across the watershed.

The sensors acquired will be all-in-one units that do not require the infrastructure of a conventional doghouse stream gauge. The sensors weigh between 3 to 6 pounds and can be mounted on the side of bridges. The sensors will have a built-in solar panel, battery, data-logger and transmitter. Data will be transmitted through cell communication via a built in SIM card. Due to their compact size the sensors can be installed in areas where a traditional stream gauge would not have been able to have been built.

The location of the sensors will be at bridges that have experienced flooding in the past and at key areas of interest across the watershed. The additional sensors will be used in conjunction with our current stream gauges to improve early warning communication to our municipalities during flood conditions which will enable municipal staff to be deployed to the areas that are directly affected by flooding.

Data will be uploaded through a cloud platform and will be shared with the public and municipalities. Part of the project will be going towards re-commissioning the Tupperville gauge with upgraded equipment and installing a sensor along Otter Creek at Peers Wetland. Completion of this project is required by August 30, 2024.

Municipal approval will be sought out, once the appropriate locations of sensors have been identified. Based on municipal approval the equipment will be mounted on the side of the bridge or railing. The installation of the sensor will not affect the structural integrity of the bridge in any manner. Please see below for examples of installation of the equipment we will be installing.

Municipalities are encouraged to respond with locations where they may want sensors installed. Staff from SCRCA will be reaching out to municipalities in the month of August for the possibility of installing equipment.

For further information, please contact Girish Sankar, Director of Water Resources at [gsankar@scrca.on.ca](mailto:gsankar@scrca.on.ca) or (519) 245-3710 Ext. 247.

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Figure 1. Installation of an AquaSwift water depth unit by Grey Sauble Conservation Authority

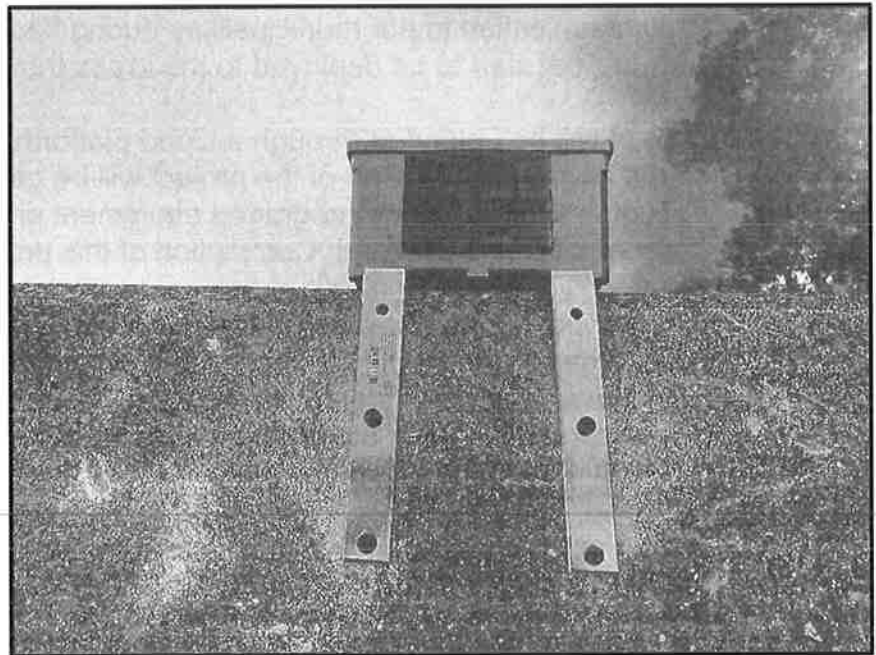


Figure 2. Installation of product developed by Radiant Aerial

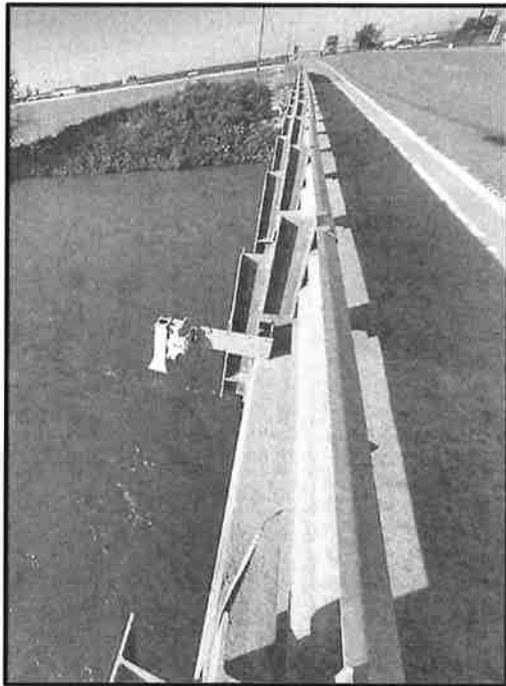


Figure 3. Installation of a Tolthawk Water Level sensor

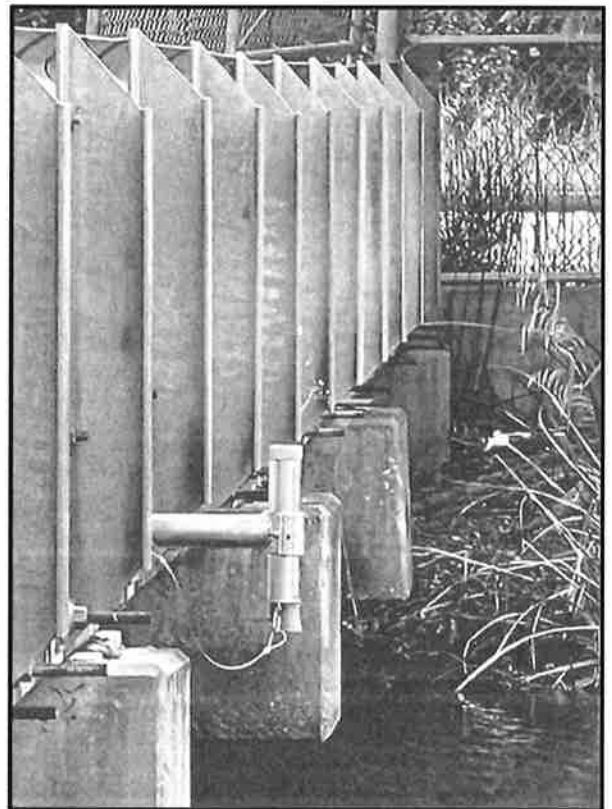


Figure 4. Installation of a Tolthawk Water Level sensor



The following is a summary of the Plumbing Permits issued for the Township of Dawn-Euphemia to the end of the month of June, 2024:

<u>PERMIT #</u>	<u>DESCRIPTION &amp;/OR LOCATION</u>	<u>OWNER/CONTRACTOR</u>
PP-23-004	898 Dawn Valley Rd, Con 2, W Pt Lot 20	Rumble Homes Ltd
PP-24-001	4626 Edys Mills Line, Con 8, W Pt Lot 31	Fred-Ron Carpentry Inc

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VOUCHER # 15 - 2024

06-Aug-24

INVOICES	CHEQUE RUN	CHEQUE #	TOTAL
Admin/P Wks/Fire/Drain/Water/DECC	15-Jul-24	██████████	\$ 187,641.63
Admin/P Wks/Fire/Drain/Water/DECC	16-Jul-24	██	\$ 1,479.05
<b>Grand total of all invoices</b>			<b>\$189,120.68</b>
PAYROLL	PP #15	PP #16	
Administration	\$ 15,337.00	\$ 15,337.00	- \$ 15,337.00
Public Works	\$ 29,271.58	\$ 30,331.56	- \$ 30,331.56
Council	\$ -	\$ 3,529.53	- \$ 3,529.53
<b>Grand total of all Payroll</b>			<b>\$ 49,198.09</b>
<b>VOUCHER # 15 - 2024</b>			<b>GRAND TOTAL \$238,318.77</b>



## THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

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4591 Lambton Line, RR # 4, Dresden, Ontario N0P 1M0  
Tel: (519) 692-5148 Fax: (519) 692-5511 Public Works Department: (519) 692-5018  
Email: [admin@dawneuphemia.on.ca](mailto:admin@dawneuphemia.on.ca) Website: [www.dawneuphemia.ca](http://www.dawneuphemia.ca)

To: Members of Dawn-Euphemia Township Council  
Meeting Date: August 6, 2024  
From: Marc Seguin - Treasurer  
Subject: **2024 Final tax rate adjustment for Landfill and Farms Report**

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### OPEN SESSION REPORT FIN 24-08-06

#### Background:

OPTA has recommended that the Landfill and Farm Final tax rates for by-law 2024-11 for 2024 be adjusted to align the tax rates with the ratios provided by the County.

#### Comments:

We have determined that the tax rates provided for Landfill and Farms do not correspond to the figures that align with the ratios provided by the County. The Landfill rate is currently 0.14545852% and it should be raised to 0.17455023%. The Farm rate is currently 0.00198033% and is should be lowered to .00179022%. This adjustment will have no effect on the total tax revenues collected.

#### Consultations:

We have been in consultation with OPTA regarding the tax rates.

#### Financial:

There should be no financial impact; Landfill taxes will increase by the same amount that Farm taxes will decrease.

#### Recommendation:

That Council accept the report dated August 6, 2024 from the Treasurer Re: 2024 Tax Rate Adjustment for Landfill & Farms; and further that By-Law 2024-21, being a by-law to adopt the tax rates for 2024 and repeal By-Law 2024-11, be taken as read a first, second, and third time, and finally passed this 6<sup>th</sup> day of August, 2024.



THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

**BY-LAW NUMBER 2024-21**

***Being a by-law to adopt the tax rates for 2024 and Repeal By-law 2024-11***

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**WHEREAS** the Corporation of the Township of Dawn-Euphemia has prepared and adopted estimates of all cash requirements for the year for the purposes of the Municipality, pursuant to s.290 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (hereinafter referred to as "The Act");

**AND WHEREAS** the property assessment roll on which the 2024 taxes are to be levied has been returned and revised pursuant to the provisions of the Assessment Act, R.S.O. 1990, c.31, as amended;

**AND WHEREAS** for the purposes of raising the general local levy, s.312 of The Act requires the Council of a local municipality to pass a by-law, each year, levying a separate tax rate as specified in the by-law on the assessment in each property class in the local municipality rateable for local municipal purposes;

**AND WHEREAS** for the purposes of raising a special local levy, s.312 of The Act requires the Council of a local municipality to pass a by-law, each year, levying a separate tax rate as specified in the by-law on all or part of the assessment in each property class in the local municipality rateable for local municipal purposes;

**AND WHEREAS** the property classes have been prescribed under the Assessment Act, R.S.O. 1990 c.31, as amended, and Regulations thereto;

**AND WHEREAS** the County of Lambton has established tax rate reductions for prescribed property subclasses for the County and each lower tier municipality;

**AND WHEREAS** the County of Lambton has established tax ratios for each of the required, optional and sub-property classes for the County and each lower tier municipality;

**AND WHEREAS** the County of Lambton has adopted a levy on lower tier municipalities for the year 2024;

**AND WHEREAS** the Province of Ontario has enacted regulations establishing tax rates for school purposes;

**AND WHEREAS** the tax rates on the prescribed property classes and prescribed property subclasses have been calculated in accordance with the provisions of The Act;

**NOW THEREFORE** the Council of the Corporation of the Township of Dawn-Euphemia **ENACTS AS FOLLOWS**;



1. That the tax rates for the year 2024 shall be those as set out in Schedule 'B'.
2. That charges, fees, rates, and assessments imposed by the Township pursuant to provincial legislation or Township by-laws, as set out in Schedule 'D', be adopted and added to the Tax Collector's roll for 2024.
3. The taxes shall become due and payable in two instalments:
  - i. One-half (1/2) thereof on the last business day of September (excluding Provincial and Federal Holidays)
  - ii. One-half (1/2) thereof on the last business day of November (excluding Provincial and Federal Holidays)
4. A penalty shall be imposed for non-payment of taxes on the due date at the rate of 1.25% of the amount due and unpaid on the first day of default, and an additional penalty of 1.25% shall be added on the first day of each calendar month thereafter in which default continues, but not after the end of the year in which taxes are levied.
5. The Treasurer is authorized to mail or cause to be mailed a notice specifying the amount of taxes payable to the address of the residence of the person indicated in the last revised assessment roll.
6. That the interest rate to be charged for tax relief granted pursuant to By-law No. 42 of 2001, as amended, of the County of Lambton Paragraph 17 be set at the same rate established for any outstanding taxes under Sections 5 or 6.
7. Failure to receive the aforesaid notice in advance of the date for payment of the levy or any instalment, does not affect the timing of default or the date from which interest shall be imposed.
8. The Treasurer may accept part payment on account of any taxes due, but such acceptance shall not affect penalty under Section 4 of this By-law.
9. For payments in lieu of taxes due to the Township, the actual amount shall be based on the assessment roll and the tax rates for the year.
10. For the railway rights-of-way taxes due to the Township, the actual amount due shall be based on the assessment roll and regulation 387/98 in accordance with the Regulations pursuant to The Act.
11. If any section or portion of this By-law or Schedules 'A', 'B', 'C' or 'D' is found by a court of competent jurisdiction to be invalid, it is the intent of the Council of the Corporation of the Township of Dawn-Euphemia that all remaining sections and portions of this By-law and Schedules 'A', 'B', 'C' and 'D' continue in force and effect.
12. That Schedules 'A', 'B', 'C' and 'D' attached hereto shall form part of the by-law.
13. This by-law comes into force and takes effect on the passing thereof.
14. All by-laws and parts of by-laws inconsistent with this paragraph are hereby superseded.

Read a first, second, and third time and finally passed this 6<sup>th</sup> day of August, 2024.

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Mayor

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Clerk

**Township of Dawn Euphemia  
2024 Tax Rates Summary  
Schedule 'B' of Bylaw 21 of 2024**

<b>Realty Tax Class</b>	<b>Municipal</b>	<b>County</b>	<b>School</b>	<b>Total</b>	<b>Florence SRA</b>
<b>Residential</b>	0.792131%	0.471715%	0.153000%	1.416846%	0.084175%
<b>Multi-residential</b>	1.584262%	0.943430%	0.153000%	2.680692%	0.168350%
<b>Commercial Occupied</b>	1.288877%	0.767528%	0.880000%	2.936405%	0.136961%
<b>Excess</b>	0.902214%	0.537270%	0.880000%	2.319484%	0.095873%
<b>Vacant</b>	0.902214%	0.537270%	0.880000%	2.319484%	0.095873%
<b>Parking/Vac Land</b>	0.864342%	0.514717%	0.679260%	2.058319%	0.091848%
<b>Industrial Occupied</b>	1.621945%	0.965870%	0.880000%	3.467815%	0.172354%
<b>Excess</b>	1.054265%	0.627816%	0.880000%	2.562081%	0.112030%
<b>Vacant</b>	1.054265%	0.627816%	0.880000%	2.562081%	0.112030%
<b>Landfills</b>	17.455023%	8.662073%	0.880000%	26.997096%	1.545700%
<b>Pipelines</b>	1.063321%	0.633209%	0.880000%	2.576530%	0.112993%
<b>Farm</b>	0.179022%	0.106608%	0.038250%	0.323880%	0.019024%
<b>Managed Forests</b>	0.198033%	0.117929%	0.038250%	0.354212%	0.021044%

The Corporation of the Township of Dawn-Euphemia

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RESOLUTION – REGULAR MEETING

Date: August 6, 2024

Moved by:	Seconded by:	Order	Recorded Vote: Vote	
<input type="checkbox"/> A. Broad	<input type="checkbox"/> A. Broad	_____	_____	A. Broad
<input type="checkbox"/> A. Gray	<input type="checkbox"/> A. Gray	_____	_____	A. Gray
<input type="checkbox"/> P. LeBoeuf	<input type="checkbox"/> P. LeBoeuf	_____	_____	P. LeBoeuf
<input type="checkbox"/> M. McGuire	<input type="checkbox"/> M. McGuire	_____	_____	M. McGuire
<input type="checkbox"/> J. Meyer	<input type="checkbox"/> J. Meyer	_____	_____	J. Meyer

That this Regular Meeting of Council be hereby adjourned at the hour of \_\_\_\_\_ pm, to meet again for the Regular Meeting of Council on September 3, 2024, at 6:30 pm or at the call of the Chair. *Carried.*